



May 2021

Job Description

Board Director

Overview

The Child and Nature Alliance of Canada's (CNAC) board manages its property and affairs. Board directors are involved in governance, strategic planning, fiduciary and fundraising activities. Eligible members elect board directors at annual general meetings. Member-elected directors serve two year terms for a maximum of three (3) consecutive terms. Directors take office starting at the close of the meeting at which they were elected. Their term expires at the close of the second annual meeting after election.

CNAC's board contributes to the outdoor play movement with **fun, joy, growth, curiosity** and **respect** at its core.

About the Child and Nature Alliance of Canada

CNAC strives to give as many children as possible the gift of connecting with nature through outdoor play and learning. Our focus is on breaking down barriers to unstructured outdoor play and promoting equitable access to nature for all Canadian children between the ages of 0-12 regardless of their sociocultural background. We connect children and youth through policy, research and practice.

CNAC's flagship educational program, *Forest School Canada* delivers professional learning to those interested in supporting child development through play and learning outside.

Learn more on our [website](#) or by viewing our [strategic plan](#).

Structure

Committees carry out CNAC's board work. They are grouped around three broad functions: finance, governance, and strategy.

The core functions of the **finance and audit committee** are: annual budget, quarterly reporting, auditor recruitment and monitoring, annual audit process, financial policy development, risk management, and other matters that arise where management needs support or guidance.

The **governance committee** looks after: board collaboration processes, succession planning and nominations, executive leadership and performance management, policy and standards development, and risk and legal oversight. We're particularly interested in considering how we might decolonize our by-laws and alternative ways of working.



The **strategy committee** facilitates the strategic planning process, provides foresight and forecasting, connects us to important knowledge from our field, and guides the preparation for the board's annual retreat. Through this committee we can undertake board projects/learning to support our growth within the outdoor play and outdoor learning sectors. At the moment, this group is having important conversations about access, equity, diversity and inclusion.

Director responsibilities

Governance

- Govern the organization by setting broad policies and objectives, to ensure the organization's capacity to carry out its business
- Approves the selection, compensation, and if necessary, the dismissal of the Chief Executive Officer and ensures regular performance evaluations
- Self-evaluates performance of the Board and provides for continuity

Strategic Planning

- Updates and upholds the mission, vision, values and goals of the organization (together with CNAC staff)
- Develops and reviews short and long term goals (together with CNAC staff)

Fiduciary

- Approves the annual budget and oversees adherence to the budget and effective resource management

Skills and attributes

We consider directors based on **representation, interpersonal skills, strategic ability, technical abilities**, and more.

We aspire to have a diverse board of directors with representation from coast to coast to coast. We look for directors that believe in CNAC's vision and values and who have a strong relationship with the natural world. They will be joyful and caring with the ability to convene and collaborate. It's important that the board has some directors with previous non-profit governance experience and some who will take on leadership roles. At all times, we strive to have directors with skills from the following domains:

- Finance and accounting
- Fundraising
- Human resources
- Information technology and systems management
- Marketing communications
- Program evaluation
- Research
- Legal