



BOARD OF DIRECTORS

application form

Name : _____ Date : _____

Email : _____

Phone: home _____ cell _____

Address : _____ City: _____

Province : _____ Postal Code : _____

Resume Attached

Brief Statement of Interest Attached – please describe why you would like to join the NCM Board of Directors and what skills you feel you can contribute.

Previous Experience on a Board: ___yes ___no

If yes, please specify: _____

Specific Areas of Relevant Expertise: Please select all that apply

- | | |
|--|--|
| <input type="checkbox"/> Accounting or Finance | <input type="checkbox"/> Community Relations |
| <input type="checkbox"/> Event or Project Management | <input type="checkbox"/> Fundraising |
| <input type="checkbox"/> Marketing | <input type="checkbox"/> Not-for-profit experience |
| <input type="checkbox"/> Policy Development | <input type="checkbox"/> Strategic Planning |

Board Member Job Description

Orientation and training is provided to make sure directors are comfortable and knowledgeable in their role; previous board experience is an asset but not required.

Qualifications;

A team player with an interest in the Nanaimo Conservatory of Music that creates conversations around social issues, with the willingness to:

- Commit time for regular Board meetings, committee meetings and planning sessions
- Attend performances
- Volunteer at special events, as required
- Engage in critical thought and be committed to a vibrant future for the organization
- Prepare well for meetings, reviewing and commenting on minutes and reports
- Listen well and be thoughtful in considering issues
- Get to know other directors and build a collegial working relationship that contributes to consensus
- Actively participate in the board's annual evaluation and planning efforts
- Understand the fiscal implications of decisions

Responsibilities;

- Provide strategic leadership
- Be knowledgeable about the organization's values, mission, programs and performance
- Be an ambassador for the organization and promote its work in the community
- Ensure the organization's financial viability and sustainability
- Develop policy frameworks
- Employ and evaluate the performance of the Artistic Director
- Participate in fundraising efforts

To carry out these responsibilities, the Board meets on the third Thursday of the month throughout the year with a brief break over the summer months. In addition to attendance at Board meetings, you may be required to participate on committees.

The Board is comprised of at least 5 members elected at the Nanaimo Conservatory of Music's Annual General Meeting, typically held in late November. Terms range from 1 to 5 years.

To explore the opportunity to join our passionate, knowledgeable and dedicated Board of Directors, please contact ncmboard@ncmusic.ca or 250-754-4611.