



Board Member

Volunteer position available

Toronto Field Naturalists (TFN) is a volunteer-run, registered charity and a member of the province-wide Ontario Nature network of naturalist organizations. We share the desire to deepen understanding of, and appreciation for, the natural spaces and species needed for health and well-being. We do this through our website, public lecture series, newsletter, stewardship & citizen science initiatives, guided nature walks, and by empowering people to take action in ways consistent with our mission.

We are interested in Directors who have demonstrated an alignment with TFN's mission, priorities and programs to connect people in the Toronto area with urban nature; to raise awareness about urban nature, and to work towards protecting and restoring urban nature habitats through stewardship, public education and advocacy.

Role of the Board of Directors

The Board provides oversight of running TFN programs and operations, and acts in the best long-term interests of both the organization and its volunteers. Collectively, the Board:

- Oversees the development of operational plans and budgets.
- Monitors policies that guide core operational practices.
- Approves audit reports and material business decisions.

Director Responsibilities

Directors and Officers are TFN members who act in a volunteer capacity to direct the corporation. They are accountable to the members. They manage and supervise TFN programs and affairs with the goal of ensuring that the corporation fulfills its objects and adheres to its by-laws. Their duties and liabilities reflect the position of trust that Directors and Officers hold in relation to the corporation and its members. Every member of the Board of Directors is expected to:

- Prepare for and attend all Board meetings and participate knowledgeably and meaningfully in all deliberations of the Board.
- Develop, amend, and approve governing policies.
- Serve on and add value to one or more Board committees and actively participate in special assignments/tasks as needed.
- Contribute personal knowledge and experience positively in discussions and strive to reach decisions through constructive discussion and consensus.
- Be aware of and abstain from any conflict of interest, protect confidential and sensitive information, and support decisions of the Board.
- Serve as ambassadors for TFN and leverage their connections to advance TFN's mission.
- Be informed about the corporation's objects, by-laws and programs and ensure that TFN conducts its affairs in compliance with the law.
- Encourage others to volunteer for TFN activities and outreach.
- Act in good faith and in the best interests of the organization at all times.

Time Commitment

The Board meets monthly from September to May, and the various committees meet as frequently as needed. Directors should expect to commit at least 2 hours per month preparing for and attending Board meetings and an extra 1-3 hours if they are part of a committee. Not all Board members sit on committees. Occasionally there are special board meetings to attend for unique circumstances.

Term of Office

Directors are elected by members to serve for a two-year term, with options for re-election at the end of each term.

The Board is made up of committed members of the community who reflect its diversity and have a demonstrated interest in TFN's work, leadership potential and/or specific skills, knowledge or experience that would be of benefit to TFN.

Individual Directors may have skills in one or more of the following areas:

- Professional skills in accounting/finance, environmental policy advocacy, environmental science, or website development.
- Reviewing and evaluating financial data and the use of financial controls.
- Developing and monitoring the effectiveness of policies and strategic plans.
- Assessing risks facing charitable organizations (such as financial, legal, operational and reputational risks).
- Strong networks and connections to diverse communities, plus an ability to cultivate relationships that advance the organization.
- Board experience in the charitable or not-for-profit sector.

Personal Qualities

- Ability to listen, analyze, communicate clearly, work well with others individually and in a group to reach decisions through constructive discussion and consensus.
- Commitment to TFN's mission.

Each Director of TFN shall be an individual who:

- is 18 years of age or older;
- has not been declared incapable by a court in Canada or in another country;
- does not have the status of a bankrupt;
- has not been the subject of a criminal conviction; and
- is not an ineligible individual as defined by the Income Tax Act (Canada).

TFN carries Directors and Officers insurance and indemnifies its Directors against all costs, charges and expenses if they act honestly and in good faith, and have reasonable grounds to believe their conduct was lawful.

How to Apply:

Send a current resume and brief explanation of your interest to office@torontofieldnaturalists.org.