



# Impact Organizations of Nova Scotia

Improving Lives by Empowering Community



WORKING WITH  
**OUR BOARD!**

# Call for Applications - Board Members

## Commitment to Equity and Justice

Impact Organizations of Nova Scotia (IONS) is working toward a vision of a decolonized, just and equitable Nova Scotia and that starts with us. We strive to ensure a culture that supports a variety of perspectives and lived experiences. We are committed to being an intentionally inclusive and equitable organization so we can share what we learn with others and inspire change.

We are currently seeking to recruit 4-5 new board members to help us achieve our vision and implement our strategy. We are intentional in our recruitment approach and encourage applications from African Nova Scotians, those from Indigenous and Black communities, other racialized persons, the 2SLGBTQIA+ community, and disabled persons. We will prioritize diversity in our selection process and encourage you to self-identify as a member of an equity-deserving group in your application.

## About Impact Organizations of Nova Scotia

Located in Mi'kma'ki, Impact Organizations of Nova Scotia (IONS) connects, supports, and advocates for Nova Scotia's Community Impact Sector. Celebrating 10 years of promoting a healthy, sustainable sector, IONS (formerly the Community Sector Council of Nova Scotia) is one of 14 Industry Sector Councils funded by the Nova Scotia Government Department of Labour, Skills, and Immigration (LSI). Our role is to address sector workforce challenges, to build capacity within organizations, and to increase access to expertise, opportunities, and resources. IONS provides skill building and learning opportunities, network development opportunities, and supports for impact organizations.

Over the past few years, our focus has evolved and expanded to fully embrace our role championing the Community Impact Sector— voicing and amplifying the vital services and work of impact organizations. With systemic issues and major social challenges facing those living in Nova Scotia, we recognize the crucial and urgent need for a more just, equitable, and community-driven approach to re-envisioning our society. IONS is more determined than ever to highlight the need for the Community Impact Sector as a balancing force for social good and positive change.

## Where We're Going

We are at an exciting point in our journey – in September 2023 we are launching our new strategy, theory of change and action plan for the year ahead. Our strategy is rooted in four elements to reimagine how we work and connect in the sector for greater collective impact:

- Connect the dots to someplace new.
- Model the change from the inside out.

- Practice justice and equity in all our work.
- Create spaces for connection and generating new ideas for action.

We have been through a lot of change over the past three years and are continuing to deepen our commitment to centering justice and equity in our team, our work and our board of directors. We're looking for new board members who are as passionate about this commitment as we are, and we hope you'll consider applying if this speaks to you!

## Desired Skills and Perspectives

We have a strong organizational commitment to justice and equity and welcome applicants from diverse cultural and demographic backgrounds. We are currently recruiting 4-5 board member positions to join us this fall, beginning with a staff-board retreat in November. In addition to experience with/ knowledge of the sector, as well as rural perspectives, we are particularly interested in adding new members living in Nova Scotia with the following expertise:

- Policy and advocacy
- Systems change and innovation
- Legal
- Human resources
- Financial management
- Fund development

## What You'll Gain

By joining our board of directors, you'll get an opportunity to develop your network with a passionate group of people and shape an organization that is working to make Nova Scotia a better place. Our annual retreat offers an opportunity for in-person connection, rest and reflection, and learning. And we're also hoping to have board members join us for the in May in Cape Breton for a sector celebration!

## Submitting an Application

If you would like to apply to join our board, please complete the Monday Form [linked here](#). We also welcome (and encourage!) video submissions which can also be submitted through the form. These should be no longer than 3 minutes long and include an introduction to you and why you are interested in joining the IONS board. All other application information is available on the form. If you have issues or questions, please contact [hello@ions.ca](mailto:hello@ions.ca)

Additionally, if you require any accommodations in submitting your application or navigating the process, please reach out to [hello@ions.ca](mailto:hello@ions.ca).

## IONS Board Member Director Job Description

## Accountability

Each board member director serves and is accountable to the board of directors of IONS. The board is accountable to the sector, funders, and interest groups. According to the IONS by-laws, in demonstrating accountability the Board endeavours to:

- Distinguish the organization's external accountability to the sector, funders and stakeholders from its responsibilities to staff, clients, or volunteers
- Separate the accountability to funders for the performance of individual programs from the accountability of the organization as a whole; program-specific duties are a staff, not a board, responsibility
- Make the governance structure, board composition, meeting practices and board recruitment processes transparent to the sector, funders and stakeholders
- Build into accountability practices specific measures that encourage ongoing dialogue with the sector, funders and stakeholders on the direction and priorities of the organization. These efforts may take the form of period reports, website updates, the AGM, financial audit, annual report, press releases.

## Authority

An individual board member has no formal authority to direct the board or the affairs of IONS, including the work of the Executive Director (ED), unless otherwise decided. Board members are entitled to make motions and vote on matters before the board.

## Time Commitment

5 to 10 hours/month (board meetings, committee meetings, preparing for board meetings, special events). Leaves of absence from the board will be considered on a case-by-case basis.

## Term of Office

As defined by the by-laws, directors shall retire from office at the end of each annual general meeting at which their successors are elected. Retiring directors shall be eligible for re-election to a maximum of three terms.

## Responsibility

The board as a whole has a duty to ensure that the organization is accountable for its performance to the sector, funders, stakeholders and the wider community. The Board is responsible for ensuring a strategic plan is developed and approved. Accountability practices focus on the organization's performance in relation to:

- Its mission, strategic objectives and or outcomes
- Adherence to core values
- Prudent use or stewardship of financial, human and other resources

Board members are responsible for ensuring that the organization is fulfilling its mission, is looking to the future, is adhering to applicable laws and regulations and is meeting high standards in its financial and human resource practices.

## Board members commit to:

- Set policies that specify the results intended
- Evaluate the board's structure to make sure that it meets the organization's needs
- Keep minutes that record its decisions
- Provide support to staff, volunteers, and board members as they perform their duties
- Comply, as the employer of record, comply with all federal and provincial laws governing employment
- Provide orientation training for new board members within 60 days of their appointment to the board
- Regularly attend board meetings and important related meetings
- Be well informed on issues and agenda items in advance of meetings
- Participate in meetings and show commitment to board activities
- Participate on at least one board committee
- Attend at least 75% of Board and committee meetings
- Participate in board orientation to ensure organizational and fund development knowledge
- Provide candid, open, and honest feedback and evaluation
- Perform tasks between meetings, as assigned
- Maintain confidentiality when requested or required
- Actively champion IONS activities among their network of contacts and assist in identifying opportunities related to IONS' strategic goals
- Maintain board solidarity (e.g. once a decision has been made, individual board members must not undermine that decision);
- Ensure that all feedback, input, and comments by board members are communicated in a manner that does not demean or embarrass any board member or devalue an issue or topic
- Uphold the by-laws, goals and strategic objectives of IONS
- Have a full knowledge and clear understanding of board and operational policies, procedures and standards
- Act honestly, in good faith, and in the best interests of IONS
- Be proactive in declaring any conflicts of interest (refer to conflict of interest policy)

## Qualifications

Each board member director must have:

- A commitment to, and a clear understanding of the mission of the organization

- Knowledge of meeting procedures, governance policies and by-laws of IONS
- Sufficient time to devote to their duties
- Knowledge and understanding of the community impact sector

## Removal of a Director

Each board member director is bound by this policy and the code of conduct. A director may be removed by the board, as described in the by-laws, for not abiding by the code of conduct or other policies that apply to the board and its members.