

AURA Board Member - Job Description

AURA - Anglican United Refugee Alliance is a Canadian charitable organization assisting in the sponsorship and resettlement of refugees. Our mission is to provide support and expertise to groups involved in refugee sponsorship and resettlement. AURA empowers and enables communities to welcome refugees. We see all Canadians working together to help support and guide refugees as they make new lives here in Canada.

AURA supports diversity and is looking for dynamic individuals wishing to make a key contribution to a small charitable organization that operates as a major player in refugee settlement.

Please see our website for more information on AURA: www.auraforrefugees.org

Board Member responsibilities:

- Regularly attends monthly board meetings and important related meetings.
- Actively participates on at least one Board Committee that include:
 - Finance Fundraising
 - Membership Governance
 - Education
- Volunteers for and willingly accepts assignments and completes them thoroughly and on time
- Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports.
- Participates in fund-raising for the organisation, including a meaningful personal donation.

Desirable attributes and skills:

- The ability to work with small teams-the AURA staff and Board of Directors.
- The ability to work alone i.e., to take on and complete work between meetings.
- Excellent written and verbal communication skills.
- Previous non-profit board experience preferred.
- Fundraising experience preferred.
- Knowledge of foundation/business community and /or the refugee settlement community preferred.

Time commitment requires:

- This work is largely based on the individual's initiative and commitment but is expected to be approximately 4 to 6 hours per month

What we offer:

- A hands-on chance to make a real impact with a small, overachieving charitable organization.
- An opportunity to use and grow professional skills.

How to apply:

Please submit your letter of interest and resume:

Nora Klemencic: nora.klemencic@gmail.com