



Halton **Environmental** Network

5408 Derry Rd., R.R. #2, Milton, ON L9T 2X6

hen.admin@gmail.com 905-299-2327

www.haltonenvironment.ca

Position: Director
Type: Board of Directors membership opportunity (volunteer)
Organization: Halton Environmental Network (HEN)
Web site: <http://haltonenvironment.com>
Location: Halton Region, Ontario, Canada
Term of office: 1 year (annual elections)

HEN is a non-profit network of the approximately 40 environmental non-profit groups operating in Halton Region. HEN is a non-advocacy organization. It does not take a position on issues. HEN was formed in 2004 and incorporated in 2008.

HEN's mission is to work toward a sustainable future by making environmental connections in Halton. HEN produces the annual Halton Enviro Guide and is currently involved in Greening Sacred Space Halton and an Environment & Diversity outreach program. HEN has run the Halton Residential Solar Project and its successor, HERE! Halton Enablers of Renewable Energy, since 2008.

Roles & Responsibilities

Board members are responsible for jointly overseeing the activities of the organization. Duties include, but are not limited to:

1. Governing the organization by establishing broad policies and objectives;
2. Supporting and reviewing the performance of the Executive Director
3. Ensuring the availability of adequate financial resources;
4. Approving annual budgets and reviewing ongoing operational expenditures
5. Accounting to the stakeholders for the organization's performance

Qualifications

We're looking for motivated and enthusiastic volunteers who share our values, who are at least 18 years of age. While we encourage knowledgeable individuals from all walks of life, we are particularly seeking expertise in the following areas:

- Legal
- Financial
- Grant writing
- Sales & Marketing
- Fundraising
- Graphic design
- Website design and maintenance
- Social media
- Previous board experience

HEN attempts to include representation from every municipality in Halton Region.



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The Commitment

Board members must commit to a minimum of 40 hours of time per year – 12 monthly meetings @ approximately 2.5 hours each, as well as ad hoc meetings and planned events.

Board members must be willing to lead or participate in subcommittees as required.

Board members must be able to use e-mail.

Meetings and events rotate throughout the region. Carpooling can be arranged.

The Selection Process

All applications will be reviewed by the Nominations Committee.

All applicants will receive notification of the status of their application.

Selected applicants will be interviewed by the Nominations Committee.