

## BOARD OF DIRECTOR - AT LARGE

Evans Lake aims to be *Your Home in the Forest* and the premier forest education centre for youth in BC. Operating a spectacular facility located at Ch'iyakmesh on the unceded territory of Sk̓wx̓wú7mesh Úxwumixw (Squamish Nation), Evans Lake Forest Education Society's Board of Directors are the passionate group who lend their expertise and connections to drive our mission forward.

Since 1960, Evans Lake has been providing unique outdoor education opportunities for children and youth in a spectacular camp setting. Our flagship summer camp program provides an unparalleled combination of fun, outdoor adventure and learning opportunities in an immersive experience that brings campers together for spectacular week-long adventure. Outside the summer season, we host schools from around the South Coast and deliver a unique environmental curriculum in the temperate rainforest. Annually, Evans Lake hosts approx. six thousand people, primarily in our youth programs.

With a stable and successful core camp program, we're at an exciting moment to look at how we can expand our capacity to offer programming year-round. To that end, we've commenced design work on a new multi-purpose hall that will serve campers for generations to come. In addition to the fundraising and planning associated with this project, we are seeking individuals with diverse experiences that can provide strategic leadership.

This unique multi-day immersive experience continues to connect with thousands of youth every year, providing an incredibly special opportunity to learn in community. This type of learning environment has a proven ability to boost the development of relationship skills and self-confidence and fosters a life-long affinity for nature.

### General

The Board of Directors enables the Society to fulfill and deliver on its mandate. Board priorities are established at an annual retreat and are advanced throughout the year with support from other volunteer committee members and the staff leadership team.

### Current Activities

Our current activities involve work related to:

- Development and Implementation of Reconciliation, Diversity and Inclusion policies and procedural documents
- Fundraising
  - Major capital project
  - Campership subsidy program
- Review and update of the Strategic Plan
- Development of a preventative maintenance plan
- Capital replacement planning
- Board policies and procedures
- Greening operations

Board members are encouraged to bring new ideas and pursue projects that excite them!

### Term and Commitment

- Board members are elected annually at the Spring Annual General Meeting (**June 16, 2022**)
- Regular BOD meetings occur monthly between September and July, primarily online, and the occasional in-person meeting in the city of Vancouver or Coquitlam. In addition to 2-hour meetings monthly, Directors should expect a commitment of about 2-4 additional hours a month to review

meeting materials, contribute to committee work and to address actions that follow from meetings. Time may vary based on committee activities and the emergence of time-sensitive issues.

### **Safety**

- Regularly review and modify Evans Lake's risk management policies and plans
- Provide feedback and recommendations

### **Reporting and Evaluation**

- The Board of Directors is accountable to the Society's members. An annual report will be delivered on behalf of the board to detail that year's progress
- Board members will complete a self-evaluation annually
- The Board's goals and direction are set at an annual Board retreat
- Continuous feedback and communication amongst Board members is encouraged

### **Required Certifications & Experience**

- Professional backgrounds of particular interest include: accounting, business development, communications, environmental education, reconciliation, equity & inclusion, fundraising, finance, grant writing, human resources, leadership & governance, legal, project management (construction), policy, and volunteer engagement.
- Board members must complete a criminal record search including vulnerable sector search and have no relevant convictions or pending charges
- All Directors are expected to maintain a membership in good-standing with the Society.

### **Additional Information:**

- Board Members are entitled to send one lucky camper to an Evans Lake summer or winter camp
- Evans Lake is pleased to offer financial support to enable volunteers to register and attend professional development opportunities that support their work with the Board of Directors. Financial support is considered on a case-by-case basis.
- ELFES is an equal opportunity organization. We are proud to uphold human rights, we value the inclusion of all members of our community, and we strive to create a safe and fun environment for everyone to explore forests

**To apply:** Please send resume & cover letter to [bod@evanslake.com](mailto:bod@evanslake.com) by 11:59PM May 13, 2022.  
**Please also complete the board skills matrix attached on the last page.**

## **COMMITTEE OPPORTUNITIES**

Evans Lake is also looking for members for the following committees:

Reconciliation, Equity, Diversity and Inclusion  
Strategic Planning  
Capital Projects  
Friends of Evans Lake  
Alumni Relations

Should you be interested in supporting Evans Lake with your time, energy and experience, but do not feel ready to join the Board of Directors, we encourage you to review the companion call for members of these committees.

**Note:** *If follow up with your application is required, for privacy & confidentiality reasons, we can only discuss an application with the applicant (i.e. no agents, or representatives).*

| BOARD SKILLS MATRIX   | Professional Capacity/ Career |          | Education (post secondary) |          | Other Experience |             |        | NAME:                                |
|---|-------------------------------|----------|----------------------------|----------|------------------|-------------|--------|--------------------------------------|
| <i>By noting your experience, you are designating your competency level in an advisory role</i> | 1-3 years                     | 4+ years | 1-3 years                  | 4+ years | Some Experience  | Experienced | Expert |                                      |
| <b>Industry Knowledge</b>   |                               |          |                            |          |                  |             |        | For 'Other Experience', please note: |
| Advocacy  |                               |          |                            |          |                  |             |        |                                      |
| Camp / Outdoor Education/ Programming   |                               |          |                            |          |                  |             |        |                                      |
| CRA and Charities   |                               |          |                            |          |                  |             |        |                                      |
| Diversity, Equity and Inclusion   |                               |          |                            |          |                  |             |        |                                      |
| Ecology, Biology, Forestry  |                               |          |                            |          |                  |             |        |                                      |
| Governance and Policy   |                               |          |                            |          |                  |             |        |                                      |
| Health and Safety   |                               |          |                            |          |                  |             |        |                                      |
| Outdoor Recreation  |                               |          |                            |          |                  |             |        |                                      |
| Reconciliation  |                               |          |                            |          |                  |             |        |                                      |
| Societies BC  |                               |          |                            |          |                  |             |        |                                      |
| Understanding of Government Legislation   |                               |          |                            |          |                  |             |        |                                      |
| <b>Professional Certification/ Experience</b>   |                               |          |                            |          |                  |             |        |                                      |
| Accounting, Financial Management  |                               |          |                            |          |                  |             |        |                                      |
| Capital projects/ Design  |                               |          |                            |          |                  |             |        |                                      |
| Construction/ Facilities/ Water Systems   |                               |          |                            |          |                  |             |        |                                      |
| Education   |                               |          |                            |          |                  |             |        |                                      |
| Event Planning/ Volunteer Engagement  |                               |          |                            |          |                  |             |        |                                      |
| Forestry Sector   |                               |          |                            |          |                  |             |        |                                      |
| Fundraising, Grant Writing  |                               |          |                            |          |                  |             |        |                                      |
| Human Resource Management, Org Behaviour  |                               |          |                            |          |                  |             |        |                                      |
| Information Technology  |                               |          |                            |          |                  |             |        |                                      |
| Leadership/ People Management   |                               |          |                            |          |                  |             |        |                                      |
| Legal   |                               |          |                            |          |                  |             |        |                                      |
| Outdoor Recreation  |                               |          |                            |          |                  |             |        |                                      |
| Policy Development  |                               |          |                            |          |                  |             |        |                                      |
| Risk Assessment and Management  |                               |          |                            |          |                  |             |        |                                      |
| Sales & Marketing/ Communications   |                               |          |                            |          |                  |             |        |                                      |
| Strategy Development and Implementation   |                               |          |                            |          |                  |             |        |                                      |