

## COMMITTEE MEMBER

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 Skwxwú7mesh Úxwumixw (Squamish Nation), Evans Lake Forest Education Society's Committee Members are the passionate group who assist the board of directors on achieving our mandate. Evans Lake hosts six thousand people a year, primarily in our youth programs.

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.

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

Through committees our board is able to focus on important tasks with a group of volunteers, dedicated to helping the Society enhance the work and reach of our organization. Committees support our board and leadership team in completing various projects.

### CURRENT COMMITTEES

Currently, we have three types of committees- Standing, Special and Advisory. Each committee requires a different commitment level, as noted in parenthesis below.

#### Standing Committee (Board Members Only)

Provide specialized assistance, advice, and recommendations to BOD on **continuing basis**. Standing committees tend to have **more authority and responsibility** to accomplish their work. Board usually takes all advice and recommendations. Our current standing committees are:

- Governance & Development (*Quarterly*)
- Finance (*Monthly, until capital plan developed, then 2x per year*)

#### Special Committee

Formed to handle **a specific situation/issue** not already covered by another committee. Dissolved once job is done. Board makes decisions based on their advice and recommendations.

- Strategic Plan (*Monthly, until plan developed*)
- Capital, including Fundraising (*Monthly*)
- REDI- Reconciliation, Equity, Diversity, and Inclusion (*Monthly until plan developed, then Quarterly*)
- Financial advisement

#### Advisory Committee

This type of committee is struck to **advise on particular issues that require special expertise**. E.g. developing policies, creating a business plan, building a new facility. Often includes non-board members. Board is under no obligation to take the advice or recommendations (though it frequently would).

- Friends of Evans Lake (*Semi-annually*)
- Alumni (*Quarterly*)
- Program (*Quarterly*)



### **TERM AND COMMITMENT**

- Committee members are encouraged to apply to be taken on during our Spring Annual General Meeting for a one year term. We encourage committee members to continue on once a term completes, if possible.
- Time commitment may vary based on committee. We would expect 2-5 hours of preparation and meeting time for each time block noted above (monthly, quarterly, semi-annually).

### **REPORTING AND EVALUATION**

- Each committee will be provided with a terms of reference document that outlines the task, tools and guidelines for accomplishing the goal of the committee
- A committee will have a board member or staff member assigned to participate, or act in an advisory role. Committees will report back to the board of directors with their recommendations and for board approval.

### **ADDITIONAL INFORMATION:**

- ELFES is an equal opportunity employer. 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 March 31. Please indicate which committee you wish to be a part of.
- **All committee members must be members of our Society.** To purchase your \$10 membership, go to <https://evanslake.com/get-involved/membership/>

*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).*