



Hepburn After School Program

c/o Town of Hepburn

Box 217

Hepburn, SK S0K 1Z0

306-947-2175 ext 112

hepburnasp@hotmail.com

Job Title: Board Member – After School Program – 3 positions OPEN!

Are you interested in joining a dynamic team, working towards building healthy communities? Are you willing to make a positive contribution to the lives of children? Are you looking for part-time volunteer assignment with flexibility and creativity? Then apply to the Hepburn After School Program.

This position begins **August 1, 2018 (estimated) for a 2-year term.**

The successful candidates will be responsible for the following key duties:

STARTING RATE & HOURS:

- Volunteer
- 1 meeting/month
- Work between meetings as assigned by role and board
- Bethany College Campus

RESPONSIBILITIES:

- Support the work of the staff through quality board governance
- Assist with fundraising, sponsorship, and grant applications
- Enhance community relationships with After School Program
- Dependent on skills/expertise.

REQUIREMENTS:

- Interest in supporting programming for children and youth
- Current (not more than 6 months old) Criminal Record Check and Vulnerable Sector Search

SKILLS:

- Aware of issues/research around the basic needs and characteristics of school-age children
- Ability to support staff through healthy board functioning
- Team building techniques and strategies

COMPETENCIES:

- Teamwork
- Communication Skills
- Service orientation
- Initiative
- Self-management
- Commitment to quality After School Program vision and values (refer to documents from Lakeland District).

APPLICATION:

All board assignments/placements are contingent upon the successful completion of a Criminal Records Check.

Submit resume with references to:

Hepburn After School Program

c/o Town of Hepburn

Box 217, Hepburn, SK S0K 1Z0

(306) 947-2170

info@hepburn.ca

PROGRAM CONTACT:

Hepburn After School Program

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