

## **MONTAGE SUPPORT SERVICES (MONTAGE) BOARD OF DIRECTORS VACANCY**

*Montage is seeking to fill a vacancy on its Board of Directors. This is a volunteer position. Montage operates within the General Toronto Area and Mississauga. The focus is on individuals with financial and human resources backgrounds. Other professionals will be considered.*

### **WHO WE ARE**

Montage is a thriving community-based non-profit organization providing support for the social inclusion of people with developmental disabilities and complex medical needs. Our services include: 24-hour Community Homes, Community Engagement, and Respite. Montage has an annual operational budget of more than \$14 million operates from various funding sources including the Ministry of Children, Community and Social Services and alternate revenue streams.

From our person-centered grassroots beginning more than 25 years ago, Montage evolved into a streamlined and efficient community- driven organization that supports youths and adults, to live their best life. Today, Montage supports people in eight community homes, more than 15 apartments and condominiums, and more than 250 people in community engagement settings throughout the Greater Toronto Area and Mississauga.

The Board of Directors is the governing body of Montage.

### **THE OPPORTUNITY**

Montage is seeking a passionate and motivated volunteer Board Director, with financial management expertise. This Board Director will also lead the Finance Sub Committee and engage in detailed reviews of the organization's financial matters, prior to presentation to the Board.

### **TIME COMMITMENT**

- The Board meets virtually and/or in-person every six weeks throughout the calendar year (except August)
- Each Director must serve on at least one subcommittee
- Currently, the Finance Sub Committee meets at minimum four times per year
- Directors are expected to serve at least a three-year term

### **KEY RESPONSIBILITIES**

- Provide strategic governance and fiduciary oversight to the organization, ensuring its mission, vision, and core values are upheld
- Attend all Board meetings and participate independently and knowledgeably in all deliberations of the Board
- Stay informed about committee matters, be well-prepared for meetings, review, and comment as needed on Minutes and Reports
- Contribute to the analysis of policies to guide the organization toward identified strategic goals

- Operate with integrity, credibility, and a passion for improving the lives of people with developmental disabilities and complex medical needs
- Approve the Annual Budgets, Audit Reports, and review monthly activities as presented in the monthly financial accounting
- Develop collegial working relationships with other Directors and subcommittee members to contribute to productive and effective meetings and outcomes
- Review and contribute to annual operating plans through constructive input
- Cultivate relationships with our corporate and community partners
- Participate in Montage fundraising and other relevant special events

## **QUALIFICATIONS**

- Financial management and analysis designation (i.e., CPA)
- Human resources designation (i.e., CHRP)
- Other professional designations such as in law, real estate, health, etc.
- Demonstrated professional, executive or leadership experience and accomplishments in business, government, philanthropy, or the non-profit sector
- Savvy diplomatic skills and a natural affinity for cultivating relationships and ethical persuasion, convening, facilitating, and building consensus among diverse individuals
- Excellent communication, organizational and interpersonal skills

Montage supports equal employment opportunities and encourages applicants of diversity. Our policies and procedures are intended to be non-discriminatory and barrier-free, in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. Please advise us of any accommodation measures you may require during our recruitment and selection process.

## **HOW TO APPLY**

Please forward a letter of interest and resume, highlighting relevant qualifications and experience, to [torlando@montagesupport.ca](mailto:torlando@montagesupport.ca)

We thank all applicants in advance. Those invited for an interview will be contacted.

A pre-consideration meeting will be arranged with candidates, the Board Executive Committee, and Montage Chief Executive Officer.