



Ottawa Regional  
Cancer  
Foundation

Fondation  
du cancer  
de la région d'Ottawa

## BOARD POSITIONS AVAILABLE

**Title:** Director

**Term:** 2 years with re-election potential of two additional 2-year term, (maximum 3 terms/6 years)

**Annual Commitment:** Quarterly in-person or virtual meetings (approx. 3 hours in length), one Board retreat (full business day), Committee meetings as necessary and occasional ad hoc conference calls. Plan for 1-3 hours of preparation time per each Board meeting.

### ABOUT THE OTTAWA REGIONAL CANCER FOUNDATION

The Ottawa Regional Cancer Foundation (the Cancer Foundation) is the voice for cancer survivorship in Eastern Ontario. Our goal is to help people living with cancer by providing local residents with increased access to person-centered care. We value leadership, survivorship, and partnership. Learn more: [Ottawa Regional Cancer Foundation - Ottawa Region - About Us \(ottawacancer.ca\)](http://ottawacancer.ca)

OUR GOVERNANCE	BOARD COMMITTEES	RESPONSIBILITIES
<p>The role of the Board is to govern and oversee the affairs of the Cancer Foundation. It is a strategic Board not an operating one. The Board is made up of a maximum of 16 directors.</p> <p>Meetings are held quarterly with teleconferences as required. Directors are required to attend all Board meetings and must sit on at least one Board committee.</p> <p>The Cancer Foundation actively supports a culture of diversity and inclusion and welcomes applications and nominations from all who reflect our diverse community.</p>	<p>There are three standing committees of the Board:</p> <ul style="list-style-type: none"> <li>• Executive Committee</li> <li>• Governance and Nomination Committee</li> <li>• Audit, Finance and Investment Committee</li> </ul> <p>From time to time, the Board may create time dated Task Forces with clear terms of reference and deliverables.</p>	<p>Directors are expected to support fundraising efforts through personal support and/or efforts to build the Cancer Foundation's broader network of donors.</p> <p>Directors are expected to participate openly and vigorously in Board discussions so that the Board can make the best, most informed decisions and choices. Individual Directors carry many duties and responsibilities in this process, including duties of:</p> <ul style="list-style-type: none"> <li>• Knowledge</li> <li>• Care</li> <li>• Skill &amp; Prudence</li> <li>• Diligence</li> <li>• Fiduciary</li> <li>• Trusteeship</li> </ul> <p><a href="#">Legal Obligations of Board Members</a></p>

### APPLY NOW

We offer a welcoming environment for all our volunteers. If you are interested in helping guide the management and stewardship of our dynamic, growing, and innovative organization, please send a cover letter and resume to Lorraine Prezeau at [lprezeau@ottawacancer.ca](mailto:lprezeau@ottawacancer.ca) explaining your interest, experience and qualifications including: professional experience, previous board experience and track record of community and/or volunteer activities for a minimum of 5 years.

We will be accepting applications until September 1, 2021. If you are interested in volunteering with us but the timing does not work for you we'd love to hear from you in the future.

If you require accommodation during any phase of the process, please contact Lorraine Prezeau at [lprezeau@ottawacancer.ca](mailto:lprezeau@ottawacancer.ca) to request specialized accommodation. Do know, all information received in relation to accommodation will be kept confidential.

We thank you for your interest in being part of the Board of the Ottawa Regional Cancer Foundation.