

## Overview

*Adult Recreational Choir Society (ARCS) is a registered not for profit, non-auditioned group of choirs that is located in Calgary, Alberta that has been in operation for over 20 years and is looking for generalized Directors to join their Board of Directors' for 2 year terms. The Board meets monthly throughout the year with the exception of July, and works together to lead the organization with an Executive Director and Artistic Director reporting to the Board.*

## Principal Duties & Responsibilities:

- Strategic Leadership: Support the development of strategic initiatives that align with multi-year strategic plans
- Work closely with other members of the Board, and Chair/join a Board Committee which is meant to support the functions of the organization. Current Board Committees are:
  - Governance
  - Finance
  - Membership
  - HR
- Act as a Representative of the organization at performances and other official functions as required.
- Attend monthly 2-3 hour board working meetings, usually held the 3rd Monday of the month, twice yearly strategic and leadership meetings and other training ad hoc.

## Education/Experience Preferred:

- Proven executive leadership experience
- Current skill sets we are looking for are legal, governance, fundraising and community outreach
- Previous Board experience is an asset
- Strong strategic planning and execution skills
- Excellent communication and interpersonal skills

## Contact Information:

*Please forward a current Resume to [board@archoirs.org](mailto:board@archoirs.org) for consideration. We thank all candidates for their applications and will be in touch to those who have been selected.*