

# Board Director Recruitment Posting Board Volunteers

## **Position: Board Director**

Calgary Film is recruiting Board volunteers responsible for the governance of the Calgary International Film Festival Society. Their primary duties focus on strategic planning, financial oversight and policy development. As a governance board, directors are not directly involved in programming or operational matters, which are delegated to the Executive Director.

## **The Calgary International Film Festival's Mission:**

To entertain and engage audiences by curating the most innovative and compelling films, and creating remarkable festival experiences.

The festival is a 12-day showcase of up to 200 multi-genre films from Canada and over 40 other countries, hosting gala events, screenings, award ceremonies and special presentations. Additionally, the festival co-presents other programs, such as Doc Soup, throughout the year.

## **Responsibilities of the Board:**

- Ensure the organization's activities align with its established vision, mission and values, and review those from time to time.
- Engage in strategic planning and the setting of annual goals and priorities
- Provide support and high level oversight to the Executive Director

## **Specific duties of Directors:**

- Prepare for, attend and participate in approximately six board meetings/year, the annual Board retreat and regular committee meetings as assigned
- Participate in at least one standing committee of the Board (Finance, Governance, Marketing, Fundraising) or additional ad hoc committees that may be struck from time to time
- Act as an ambassador for the Calgary International Film Festival in the community
- Regularly attend the Festival and its year-round events
- Make an annual donation in an amount that is personally meaningful and within individual means
- Leverage relationships in the community to help grow the Festival's philanthropic supporters

## **Term of office:**

- Directors serve for a term of three years and can serve a maximum of two consecutive terms, subject to the Society's bylaws

## **Qualifications:**

Right now, we're especially interested in Board volunteers with skillsets and experience in Law, HR, Film/Screen Industry and are open to candidates with other backgrounds as well. Previous experience with Boards, not-for-profit organizations or festivals is also desirable.

## **To Apply:**

Please email a resume and cover letter in a single document to [hr@calgaryfilm.com](mailto:hr@calgaryfilm.com) by **February 22, 2019**. Please use "Board Director" as the email subject line.

Our Recruitment Committee will review all applications received and selected candidates will be contacted for an interview. No phone calls, please.

**Calgary International Film Festival is an equal-opportunity employer,  
committed to reflecting our community's diversity.  
We encourage candidates of all backgrounds to apply.**