

Calgary Arts Development Board Members

Calgary Arts Development is situated on Treaty 7 Territory, home of the Kainai, Piikani, Siksika, Tsuut'ina, Stoney-Nakoda Nations, and Métis Nation Region 3.

Calgary Arts Development is Calgary's designated arts development authority. We provide grant investments to hundreds of arts organizations, individual artists, and groups. We value relationships, generosity, reciprocity, plain language, and curiosity.

We believe the arts have the power to build our city. Through the arts development strategy, *Living a Creative Life*, our vision is a creative, connected, prosperous Calgary where every resident has the opportunity to live a creative life. We foster a sustainable and resilient arts sector, and support arts-led city building.

Calgary Arts Development is seeking to fill **three** volunteer board member positions for June 2020.

Key responsibilities for the board of directors include:

- Regular attendance at board meetings and quarterly committee meetings.
- Strategic planning and policy development for Calgary Arts Development.
- Oversight of operating budgets, business plans, governance, and risk management.
- Collaboration with the CEO to achieve established strategic goals.

One of these positions must have a CPA designation, and fill a vacancy on the finance and audit committee.

The purpose of the finance and audit committee is to assist the board in fulfilling its oversight responsibilities by reviewing and making recommendations to the board regarding:

- Financial information, including audited financial statements, that will be provided to the board of directors and other stakeholders.
- The systems of internal controls.
- Internal audit processes.
- Investment management activities.

Key responsibilities for the finance and audit committee include:

- Advising the board on all financial matters affecting Calgary Arts Development.
- Receiving and reviewing the audited financial statements of Calgary Arts Development as to reasonableness of presentation, appropriateness of accounting principles and adequacy of disclosure prior to their submission to the board.
- Reviewing the unaudited quarterly financial statements and financial projections.
- Monitoring compliance of financial policies.

To apply, please submit a letter of interest and resume by **Monday, March 23, 2020**, to jointheteam@calgaryartsdevelopment.com. An interview and two professional references will be required.