



# CALGARY PRIDE

## BOARD RECRUITMENT PACKAGE



**30<sup>TH</sup>**  
**ANNIVERSARY**  
**CALGARY PRIDE**

### Introduction

Calgary Pride celebrated our 30th anniversary in 2020, and you are invited to be part of the energy and leadership that guides our next years!

Calgary Pride is a not-for-profit organization that exists to promote equality and celebrate Calgary's diversity.

Our annual Calgary Pride Parade & Festival, as well as year-round programming intends to deliver on that mission.

At present, Calgary Pride bylaws define the board structure as including one president and four potential vice president roles, plus 11 members at large, for a total of 15 board seats. Proposed changes to this structure seek to broaden the scope of community engagement, extend terms, as well as to spread responsibility and influence more broadly among board members.

As a result, Calgary Pride is actively recruiting for dynamic, engaged, and passionate community members interested in applying for consideration to join the 2021/2022 Calgary Pride Board.

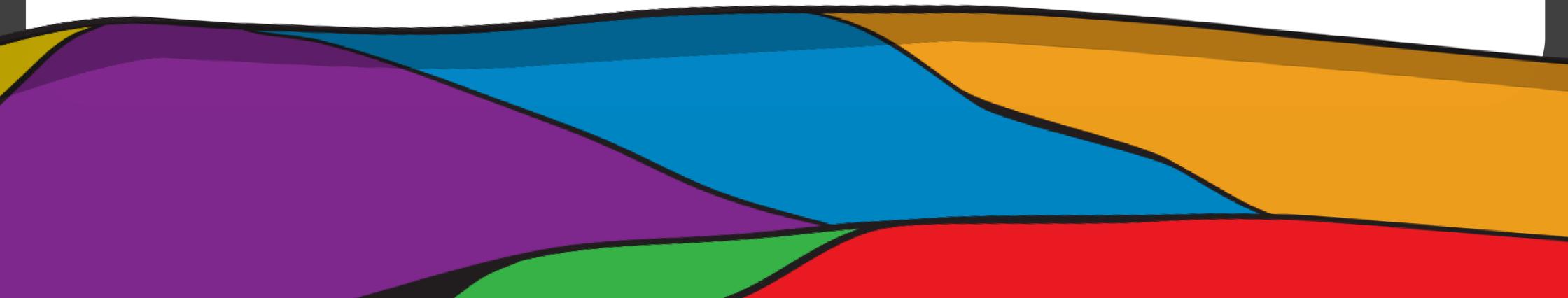
# Invitation

Calgary Pride is a volunteer-led, non-profit organization with a mandate to advance visibility and inclusion for Calgary's gender and sexually diverse communities.

Calgary Pride has several exciting leadership opportunities charged with creating meaningful impact within our LGBTQ2S+ community. As Calgary Pride continues its work toward organizational change, our goal is to see stronger representation from Indigenous and visible minorities, and to set a better example of intersectional leadership. We are currently recruiting for volunteer Board Members with a diversity of voices, plus an awareness of community inclusion along with diverse professional and lived experiences, knowledge, and talents.

As a Board Member, you will be responsible for assisting in the development and delivery of Calgary Pride's strategic direction. While the board continues a transition towards a governance board model, the next 12-18 months will require active participation from the board. You will be advocating for Calgary Pride's mission within our city while actively supporting Calgary Pride's annual Pride Parade, Festival, and other year-round programming.

Calgary Pride encourages applications from those with specific industry experience to fill specialized roles along with individuals who hold a passion for giving back to the community to fill Director at Large vacancies. Volunteer board members are not paid for their time but are reimbursed for reasonable expenses related to their duties on the board.



# Organizational Overview

At Calgary Pride we envision our city, free from discrimination against gender identity, gender expression, and sexual orientation.

In our work to achieve that vision, Calgary Pride delivers the annual Calgary Pride Parade, Festival and other year round events and initiatives that meet our mandate, and give back to our evolving communities of gender and sexual diversity.

For a fulsome view of this work, and to access our annual report to community, please visit our website: [www.calgarypride.ca](http://www.calgarypride.ca)

## Mission

Calgary Pride is a not-for-profit organization that exists to promote equality and celebrate Calgary's diversity

## Vision

A city free from discrimination against gender identity, gender expression, and sexual orientation

## Values

### EQUALITY

We create an environment where everyone enjoys the same universal rights.

### RESPECT

We cultivate a city that embraces diversity with respect and dignity.

### CELEBRATION

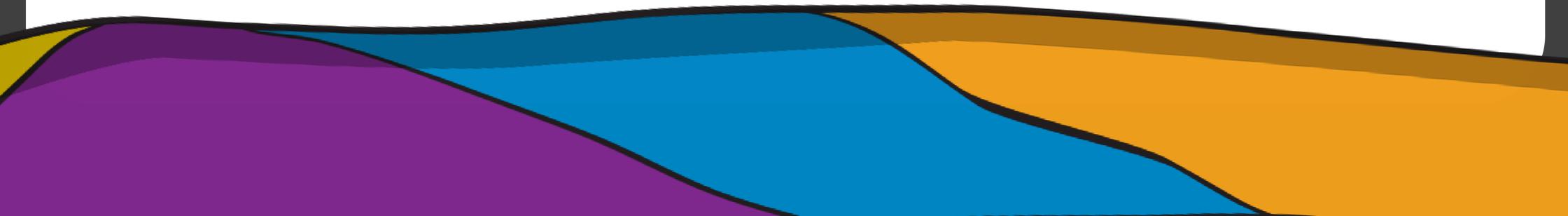
We celebrate the cultural landscape and history of our community.

### COLLABORATION

We engage the community, seeking opportunities for mutual benefit.

### LEARNING

We facilitate the growth of a just and inclusive society through continuous learning.





# APPLICATION & SELECTION

## Positions Available

Two (2) Co-Chair

One (1) Officer - Treasurer

One (1) Officer - Secretary

Thirteen (13) - Director at Large

## Application Deadline

March 8, 2021

11:59pm (MDT)

## Term

Directors at Large are appointed to a term of two years while Co-Chairs are appointed to a term of three years. Co-Chair and officer appointments happen within the board. As outlined on page three of this document, this represents part of the changes being presented to membership for voting at the AGM.

## Timing

Board members are elected by voting members at our Annual General Meeting to be held on March 24, 2021. Interested applicants must be a member of Calgary Pride and membership can be obtained at <https://www.calgarypride.ca/membership/>.

## Voting Process

Your name and bio will be listed among others for various positions on the board that need to be filled. Voting membership will have an opportunity to review your submission and vote for the candidates they feel best meet the needs of the organization. Voting will be held electronically at the AGM.



# CO-CHAIR

## Your Responsibilities & Commitments

- Act as ambassadors to promote Calgary Pride's mandate and vision throughout Calgary
- Commit to a term of three years before standing for re-election
- Co-chair meetings of the Board which are approximately fifteen per year
- Provide strategic leadership to the Board of Directors and subcommittees of the Board
- Keep the Board's activities focused on Calgary Pride's vision
- Ensure efficient operation of the Board including adherence to its bylaws
- Develop and implement (with support of Board) diversity, inclusion, and equity strategic organizational action plan
- Develop and implement processes and frameworks to achieve and monitor diversity, inclusion, and equity progress with support of Board
- Ensure a process exists to evaluate the effectiveness of Board members
- Provide guidance, support and leadership to the Executive Director and staff
- Act as one of the signing officers for cheques and other documents such as contracts and grant applications
- Approve annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Play a leading role in supporting fund development activities including participation
- Willingness to support volunteer committees
- Support of special events and Calgary Pride week
- Promote Calgary Pride's vision in the community and to the media
- Participate in professional development relevant to diversity, inclusion, equity and access as it relates to LGBTQ2S+ and anti-racist organizational learning
- Provide a commitment of 10-20 hours per month with the ability to work longer hours often on short notice during lead up to the annual Pride Parade and Festival.



# CO-CHAIR

## Your Capabilities and Credentials

- Demonstrated excellent leadership skills with 5+ years in leading teams and individuals, previous experience as Chair of a committee or Board is an asset
- 2+ years' experience on a Board
- A skilled communicator able to present to both internal and external audiences, ensure clarity in messaging, and encourage action
- Creative, influential, and innovative, with the capability to motivate change
- Demonstrated experience in developing strategic diversity, equity and inclusion action plans, frameworks, and procedures
- Proven capability in building meaningful, collaborative relationships with diverse populations
- Demonstrated advocacy for the LGBTQ2S+ community
- Ability to appreciate unique experiences of queerness, particularly as this relates to intersectional barriers to access and inclusion
- Aptitude to critically think, exercise diplomacy, and prioritize changing demands

## Your Valuable Expertise

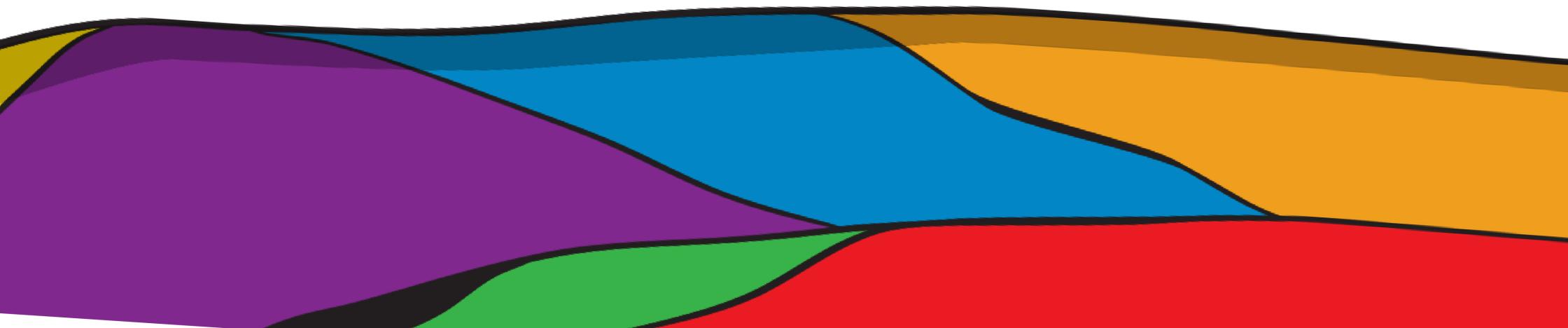
- Current on LGBTQ2S+ Matters
- Diversity of Lived Experience
- Board Governance Development
- Experience including developing strategic framework, policies, and procedures
- Diversity, Equity, and Inclusion Expertise (within LGBTQ2S+ community and beyond; anti-racist mindset and/or training)
- Non-Profit Management Expertise Organizational strategy
- Change Management Expertise Business Development Expertise
- Human Resources Expertise
- Legal Expertise Non-Profit
- Fund Development Expertise



# DIRECTOR AT LARGE

## Your Responsibilities & Commitments

- Act as ambassadors to promote Calgary Pride's mandate and vision throughout Calgary
- Commit to a term of two years before standing for re-election
- Contribute to Calgary Pride's organizational direction by offering expertise and mindful engagement
- Approve annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Develop and implement (with support of Board) diversity, inclusion, and equity action plan
- Develop and implement processes and frameworks to achieve and monitor diversity, inclusion, and equity progress with support of Board
- Support and provide guidance to at least one volunteer led committee dedicated to the operations of the Calgary Pride Parade and Festival Attend approximately fifteen board meetings per year
- Attend our Annual General Meeting Participate in ongoing community consultations
- Participate in professional development relevant to diversity, inclusion, equity, and access as it relates to LGBTQ2S+ and anti-racist organizational learning
- Provide a commitment of 10-20 hours per month with the ability to work longer hours often on short notice during lead up to the annual Pride Parade and Festival





# DIRECTOR AT LARGE PROFILE

## Your Capabilities and Credentials

- Proven capability in building meaningful, collaborative relationships with diverse populations
- Demonstrated advocacy for the LGBTQ2S+ community
- Demonstrated experience in, or understanding of, developing diversity, equity and inclusion action plans, frameworks, and procedures
- Aptitude to critically think, exercise diplomacy, and prioritize changing demands
- Ability to maintain confidentiality
- Ability to appreciate unique experiences of queerness, particularly as this relates to intersectional barriers to access and inclusion

## Your Valuable Expertise

- Current on LGBTQ2S+ matters
- Diversity of lived experience
- Diversity, equity, and inclusion expertise (within LGBTQ2S+ community and beyond; anti-racist mindset and/or training)
- Experience with non-profit boards or organizations
- Experience with strategic planning
- Experience with developing governance frameworks, policies and procedures including for diversity, equity, and inclusion
- Legal expertise
- Accounting/Financial expertise (designated CPA)
- Non-profit fund development expertise
- Human resources expertise
- Event management expertise
- Business administration expertise



# BOARD MEETINGS

## Meeting Schedule

Board meetings are currently scheduled for 6-9 pm, on the second Tuesday of each month, with ad-hoc and subcommittee meetings as needed. This will be reviewed and adjusted after the AGM and as new board members join to ensure maximum attendance.

## Sample Agenda

Date:

Time:

Attendance:

- Welcome, Land Acknowledgement, Ice-breaker
- Executive Director Report
- Board Sub-Committee Reports
  - Audit
  - Finance
  - Governance
  - Diversity & Inclusion
- Ongoing Projects
  - eg: AGM
- Topic for Discussion
  - eg: City of Calgary Communications
  - eg: Current Event
  - eg: Community Engagment & Support
- In Camera
  - As Needed
- Next Meeting Reminder
- Adjournment



## REQUIRE ASSISTANCE?

If you would like to begin a confidential conversation about your individual accessibility or accommodation needs through the recruitment process, we encourage you to contact us at:



[board@calgarypride.ca](mailto:board@calgarypride.ca)

# APPLY NOW

CLICK HERE

