

Literacy Link Eastern Ontario

Board of Directors Position Description

Time Commitment: Ten hours per month

Summary: Literacy Link Eastern Ontario's mission is to connect and support literacy service providers and learners with outstanding literacy services in Ontario.

Literacy Link Eastern Ontario (LLEO) is a non-profit, charitable organization connecting learners to literacy and essential skills information; and supporting literacy service providers in the Eastern Ontario region.

Our vision is that all adult learners are empowered to achieve their goals with equitable, diverse, and inclusive access to literacy and essential skills training.

Literacy Link Eastern Ontario is seeking volunteers who are passionate about literacy and community service to join us as members of our Board of Directors. The Board member volunteers help us achieve our mission of empowering literacy service providers and learners in Eastern Ontario.

Description: To achieve the overall mission of the organization, in collaboration with the Executive Director, all board members are responsible for:

- Providing leadership and guiding direction
- Assist with determining policies for the organization
- Ensuring the fiscal and financial health of the organization
- Monitoring overall organizational performance
- Attend and be prepared for Board and other meetings as required
- Assist in developing and maintaining positive relations among the board members, staff and community to enhance the agency mission
- Assist in the recruitment of new Board members
- Ensure that the agency adheres to all federal and provincial privacy legislation

Time commitment: Approximately 10 hours a month(preparing for, attending, and helping with tasks at monthly and/or quarterly meetings that alternate in-person at various locations in the Eastern Ontario region, and online). Terms will be 2 years in duration.

How to apply: <https://forms.gle/1Y3km2u7h6g3dtZx9>

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