

Leash Free Mississauga BOARD of DIRECTORS VOLUNTEER OPPORTUNITY

Vice President

Leash Free Mississauga (LFM) is looking for a Vice President to join our Board of Directors and manage various field operations and board governance activities of the organization.

Who We Are

Leash-Free Mississauga (LFM) is a non-profit organization, passionate about supporting safe, friendly and fun Leash-Park Zones in Mississauga. As an established member-driven, volunteer-run group of local residents, the organization works closely with the community and the City of Mississauga (Parks, Animal Services, and By-Law) where responsible dog ownership is encouraged. We do this through advocating for additional Leash-Free Parks, improvements to existing parks, along with undertaking, public education, events, Leash-Free Park clean-ups, memberships and fundraising initiatives.

The Opportunity

Overall, as the Vice President serving on LFM's board of directors, you will play an important role in supporting the activities of the Leash Free Zone Representatives in the delivery of leash free dog parks in the City of Mississauga. The Vice President ensures clear communication by connecting with LFM Zone Representatives between meetings and sharing of best practices among the zones. The Vice President assists in board functions and assumes the duties of the President if the President is absent or unable to serve.

Role of the Vice President

1. Responsible for providing operational support to the Zone Representatives
2. Prepare monthly summary report, trouble shoot and track operational needs
3. Participates as part of the Executive Committee of LFM board of directors
4. Supports fundraising for LFM activities as approved by the Board
5. Assume the duties of the President if absent or unable to act.
6. Assists with the preparation and implementation of quarterly, annual work plans and the organization's strategic plan(s)
7. Attends monthly board meetings
8. Assist with the annual planning, preparation and implementation of the AGM, year-end reports.
9. Responsible for the annual nomination committee for the AGM
10. Work closely with the President to support their efforts in building a strong working relationship with the City of Mississauga, stakeholders, business, volunteers and the community.
11. Works collaboratively with board members to develop and support the overall mission, goals, financial and strategic direction of the organization.

Knowledge, Skills & Abilities

1. Experience in building teams in a collaborative supportive environment

Volunteer Opportunity

www.leashfreemississauga.ca

2. Skill in tracking key performance indicators; prepare public opinion tools to evaluate park zone areas/make recommendations as required.
3. Good command of the English language oral and written. Good mediation and conflict resolution skills.
4. Strong organizational and planning skills
5. Proficient skills in Microsoft Office Suite, Word, Excel, Google
6. Commitment to the vision, mandate strategic directions of LFM; passionate about contributing to organizational sustainability and resiliency.
7. Experience as a volunteer and serving on a board an asset; a desire to learn about the community.
8. A commitment to approximately 4 hours/week approximately 10-15 hours/month, 2 year term

Apply to:

Please submit your resume/profile to: president@leashfreemississauga.ca