



Board Volunteer position

We are seeking candidates from diverse backgrounds in our community to fill positions on the Board of Directors for the Orléans-Cumberland Community Resource Centre (OCCRC). The OCCRC's Board champions our vision of Orléans-Cumberland: A strong adaptable inclusive connected community. We work with our community to support individuals in achieving their full potential.

About Orléans-Cumberland Community Resource Centre

The OCCRC is more than an organization – we are an active eco-system with a concrete impact in the community we serve! We are a bilingual non-profit organization committed to strengthening Orléans-Cumberland and surrounding communities. The OCCRC provides a full range of programs and social services to individuals and families who live in Orléans, Cumberland, Sarsfield, Navan, Vars and Carlsbad Springs. The Orléans-Cumberland Community Resource Centre is a Centre where everyone matters! We are collegial, welcoming, inclusive, empathetic and non-judgmental.

About you

You are a strategic, value-driven member of the community who is deeply aligned with the Centre's mission and a strong advocate for community well-being. You bring sound judgment, a collaborative mindset, and the ability to engage constructively with diverse stakeholders. You foster an inclusive and respectful environment, communicate with clarity and integrity, and uphold strict confidentiality. You are dependable, professional, and focused on advancing the Centre's overall priorities. You are also comfortable navigating change and supporting organizational evolution to better serve the community. We currently are seeking individuals with a background in accounting or finance; with connection to or lived experience of the rural environment; or with a legal background, or individuals with a set of knowledge or skills that can contribute to the advancement of the organization.

Eligibility

All directors elected by the members must:

- Be members of the Corporation, or become members within ten (10) days of their nomination;
- Not have been employed by the Corporation for at least twenty-four (24) months;
- Be able to communicate fluently in French and in English;
- Adhere to the Corporation's mission, objectives, policies and by-laws;
- Consent to a criminal record check;



- Have accepted in writing their appointment to the board of directors;
- Have not been declared incapable of managing their property by a competent court;
- Not to be considered bankrupt;
- Be at least eighteen (18) years old.

Key responsibilities

The board of directors is responsible, on behalf of the members, for ensuring the sound management, compliance with applicable laws and regulations, fulfillment of the mission and continuity of the Corporation. The board of directors may adopt such policies, directives or other rules and procedures consistent with these by-laws as it deems appropriate.

The following is a non-exhaustive list of the board's responsibilities:

- Provide strategic leadership
- Oversee financial health
- Support good governance
- Participate in executive oversight
- Ensure accountability and transparency
- Prepare for and participate in board meetings, including the Annual General Meeting
- Safeguard compliance
- Engage in board development and contribute to a positive, effective board culture
- Act as ambassador for the organization
- Uphold fiduciary duties by acting in the best interest of the organization

Application Process

If you are interested in applying for a position on the OCCRC Board of Director, you will be asked to complete your membership form and application no later than May 22, 2026 at 4:00pm. For submission of your application, please contact Amelia Pelley, Executive Assistant at apelley@croc.ca or call 613 830-4357, ext. 219 or email at apelley@croc.ca.

We thank all applicants for their interest. Only those shortlisted for consideration by the Governance & Nominating Committee will be contacted for an interview (either by phone, online or in person).

Equal Opportunity Organization

The OCCRC is committed to equity and diversity in its practice by being responsive to individuals' needs and delivering equitable outcomes for all, regardless of their indigenous status, race, colour, culture, ethnicity, language/linguistic origins, ability, socio-economic class, age, ancestry, nationality, religion or faith, sex, gender (identity & expression), sexuality, sexual orientation, mental or physical condition, family status, residency/migration status in Canada and all other forms of oppression that a person may experience.

The OCCRC is an equal opportunity organization that values the diversity of individuals. If you require accommodation, please let us know the nature of the accommodation.