



YWCA Saskatoon Board of Directors **Application and Information Package**

YWCA Saskatoon is a welcoming and vibrant community-based organization that provides preventative and emergent services to women and their families. Since 1910, we have been a place for women to find stability, grow together, overcome personal obstacles, and gain new skills and abilities. We strive every day through our services, programs and advocacy work to advance reconciliation, independence, wellness and equal opportunities for women and girls. To advance this mission, we require dedicated staff and volunteers who are strong advocates for women and girls and are committed to advancing gender equity.

The YWCA is a local, national and international organization with a total membership of over 25 million people worldwide. We seek women 18 years of age and older who can bring a broad range of skills, experiences and perspectives to our discussions at the governance table. YWCA Saskatoon aims to reflect the diversity of the community we serve and we are strongly committed to equity throughout the organization including at the Board and Committee tables. Board recruitment especially welcomes applications from women from varying cultural and religious backgrounds including: First Nations, Metis, and Inuit; Black and racialized communities; people with disabilities; 2SLGBTQIA+; and others who may contribute to the further diversification of ideas. Candidates should have a commitment to working in the areas of gender-equity, gender-based violence and anti-racism, and a commitment to addressing the TRC Calls to Action and MMIWG Calls for Justice.

We are particularly seeking candidates who are between the ages of 18 and 30 years old, and/or with expertise in one or more of the following areas:

- Business/Social Enterprise
- Fund Development and Donor Relations
- Human Relations and Labour Relations

ABOUT THE BOARD OF DIRECTORS

The Board of Directors is responsible for governance and oversight. In alignment with the organizational mission and vision they set the strategic priorities and hold management accountable for operationalization of the strategic priorities.

Term of Office

Board terms are three years in duration. Board members may serve a maximum of two terms in succession.

Time Requirements

Directors can expect to spend an average of six hours a month on Board Meetings, Committee Meetings, and special events, including preparation time.

We request full participation from our Board Members to ensure we can effectively execute strategic priorities.

Board Meetings

The Board conducts five regular Board Meetings a year, in-person. These meetings are held on the 3rd Wednesday of the month in alternating months, starting at 5:30 pm. Regular Board Meetings are typically 2 to 3 hours in length.

In addition to regular Board Meetings, the Board is expected to attend the AGM in October, typically held as a breakfast meeting, and one all-day Board Retreat, typically held in March on a Saturday. The Board does not convene in July or August.

In times of significant organizational growth/change, special meetings of the Board may be called. These are typically held virtually and are shorter in length than regular Board Meetings.

New Board Members are expected to attend a half-day orientation session in the fall, typically between mid-October and mid-November.

Committee Meetings

Board Members are expected to serve on at least one Committee. Terms of Reference for each Committee outline responsibilities and authority, as well as meeting schedule. Presently the Board has the following committees: Executive, Audit and Risk, Governance and Nominations, Truth & Reconciliation and Equity, Fundraising Support, and Building Projects Advisory.

Committee meetings are held virtually, are typically one hour in length, and are scheduled at the convenience of the members.

Fundraising & Support

Board Members are expected to participate in and/or attend fundraising events whenever possible. At a minimum, Board Members are expected to share information about fundraising initiatives with their networks, identify fund development opportunities and make appropriate introductions when possible.

Board Selection Criteria

YWCA Saskatoon is committed to the intention of effectively sharing power with, engaging with and supporting women of diverse communities and backgrounds to participate as leaders and decision-makers of the organization.

In addition, the Board will seek specific skills and/or experience to ensure a well-rounded Board of Directors that can effectively execute its duties and responsibilities.

Selection Process

1. From April 1 to May 22, a call for nominations is made. Candidates submit their applications and resumes.
2. The Governance and Nominations Committee reviews applications, confirms eligibility and shortlists the applicants based on skills and experience in relation to the Board Skills Matrix.
3. In June, shortlisted candidates are invited to an interview with the CEO and one or two members of the Governance and Nominations Committee to further discuss their interest and learn more about YWCA Saskatoon.
4. Following the interview, candidates must complete a Vulnerable Sector Check.
5. On the recommendation of the Governance and Nominations Committee and with approval by the Board of Directors, the selected candidate names are placed on the slate for election by the membership at the AGM in October.

Application Process

- Interested candidates are to complete the online application form and upload their resume by **May 22, 2026**
- Please reach out to Jessica Baxter-Jones at jjones@ywcaskatoon.com with any questions.