

Seeking New Board Directors

The Board of Kingston Arts Council seeks two new directors to sit on the Board of Directors. We are especially interested in those with a background or interest in fund development, and, in particular, seek someone to take on the role of Bingo Volunteer Coordinator.

The Bingo Volunteer Coordinator recruits and schedules volunteers to work short bingo shifts as greeters on behalf of KAC at Play! Gaming & Entertainment (1600 Bath Road) at approximately nine assigned bingos throughout the year. KAC receives funds from these bingos to support our programming. This is a significant source of revenue for the Kingston Arts Council and as a result, an essential volunteer support for us. The Bingo Volunteer Coordinator is the sole liaison between KAC and Play! Gaming & Entertainment, and will receive orientation to the role.

BOARD ROLES AND RESPONSIBILITIES

The Board has both a legal and fiduciary responsibility. Board members must ensure that the organization is carrying out the mission as set out in the articles of incorporation and that the financial activities of the organization are both legal and in accordance with the government's requirements.

Key responsibilities include:

- Ensure that the artistic vision/mandate of the organization is being carried out
- Play a leadership role in developing links to the community, promoting the work of the organization as well as championing the role of the arts in society
- Approve the organization's annual activities in collaboration with the senior arts professionals • Work with the senior arts professionals to establish a direction for the future
- Set policies for the operation of the organization
- Establish fiscal policies and boundaries with budgets and financial controls
- Understand, approve and monitor the budget periodically over the year to ensure financial stability
- Provide adequate resources for the activities of the organization through a personal financial contribution or by making a commitment to fundraising
- Hire the Executive Director

These roles and responsibilities apply to all board members.

Please submit a brief resume showing prior board experience, if any, and experience in fund development and/or bingo fundraising, with a cover letter to board@artskingston.ca with the subject line "Board Director at KAC." Applications should be submitted on or before 14 December 2022.