



Action Coalition on Human Trafficking

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Edmonton, AB T5J 2L6

www.actalberta.ca
Facebook: ACT Alberta
Twitter: @actalberta

Job Title: Board Member, Executive - Treasurer

Job Type: Volunteer Board Position

Deadline for Applications: June 21, 2019

ACT Alberta is a provincial organization with offices in Edmonton and Calgary. Founded in 2008, ACT is an established and vibrant organization with strong stakeholder relationships built to end human trafficking in Alberta and support victims of human trafficking. For more visit:

<http://www.actalberta.org/>

We are recruiting a Board Member from the greater Edmonton area with skill sets in finance, accounting and governance to fill the Treasurer role on our executive. Previous board experience and awareness of human trafficking, crime prevention, law enforcement, justice or other complex systems are assets but not required.

Serving on the Board of Directors offers philanthropic community-minded volunteers an opportunity to learn about this critical issue and to support the work of the organization.

Length of Term: Two years, renewable

Expectations:

The Board of Directors meets bi-monthly. These meetings are generally facilitated through telecommunications, but at least once per year the Board meets in person. In addition, the Treasurer is expected to take part in finance related committee work and complete the fiduciary responsibilities in finance for the Board. This can be a total of 6-15 hours per month, depending upon the finance work.

How to Apply: Please send a cover letter which outlines your interest, experience and skills, along with a resume or CV, and two references. Make your submission to ACT Alberta's Board President, Rohadi Nagassar by email to: board@actalberta.org. Only successful applicants will be notified and will have a brief interview with a Board member and the Executive Director. Any supporting documents will be provided to candidates before the interview.

All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority. ACT Alberta is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage women; Indigenous persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the ACT Alberta mission.
