



KINGSTON LITERACY & SKILLS (KL&S) Volunteer Board of Directors

Kingston Literacy & Skills is a non-profit community organization that delivers language instruction for newcomers and literacy upgrading and workforce preparation programming to adults in Kingston and surrounding communities.

This progressive, inclusive and diverse non-profit corporation in Kingston seeks volunteers to serve as directors. The Board of Directors is responsible to steer the organization with sound and ethical governance and financial management policies, as well as carry out various fiduciary responsibilities. Applicants should have some familiarity with governance, be able to attend monthly meetings held on the fourth Thursday of the month, up to 9 times per year, and dedicate 4-8 hours per month to Board-related activities.

Please see www.klsread.ca for more information about this organization. If you have specific questions about the Board of Directors, contact the Board President at president@klsread.ca.

What you bring:

Commitment and understanding of KL&S mission, vision, values and strategic direction.

Prior Board experience an asset but not required.

Demonstrated commitment to upholding the values of equity, diversity, and inclusion.

We encourage applications from individuals who identify as Indigenous peoples, 2SLGBTQIA+, persons from racialized communities, persons with disabilities, and/or other equity deserving communities.

A satisfactory vulnerable sector criminal record clearance is required.

Specific responsibilities of Board of Directors include:

Governance oversight

Strategic planning and evaluation

Advocacy

Promotion and support of the mission and vision of KL&S

Support for funds development

Financial and risk management responsibilities

Board member succession planning

Carries out other duties assigned by the Board

Interested individuals who are passionate about community service and adult education are encouraged to apply.

Interested candidates can submit a **cover letter and resume** by March 15, 2024 to:

Christianne Wojcik, KL&S Executive Director
cwojcik@klsread.ca

Website: www.klsread.ca

KL&S hires on the basis of merit and is strongly committed to equity and diversity within its community. We welcome applications from racialized persons/visible minorities, women, Indigenous persons, persons with disabilities, ethnic minorities, and persons of minority sexual orientations and gender identities, as well as from all qualified candidates with the skills and knowledge to productively engage with diverse communities.