



## Overview

The Aurora Chamber of Commerce (ACOC) is a not-for-profit organization that works to promote business development in Aurora. As Aurora's leading business organization our primary focus is to advocate for business & community prosperity; and to provide a Toolkit of resources to support the growth and advancement of member businesses.

## Role:

The Aurora Chamber of Commerce is looking for a Director for their Board of Directors. (This is a volunteer position.) The Board of Directors will support the work of the President & CEO and provide mission-based leadership and strategic governance. While day-to-day operations are led by ACOC's President & CEO, the Board/Chair relationship is a partnership, and the appropriate involvement of the Board is both critical and expected. ACOC Board Members will serve a two-year term. Board meetings will be held every month. A Board Member is expected to contribute up to five hours per month for meetings and participation.

Specific Board Member Responsibilities Include:

- Leadership, governance and oversight
- Serve as a trusted advisor to the President as s/he develops and implements strategic and business plans
- Approve ACOC's annual budget, audit reports, and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities
- Assist the Board Chair in identifying and recruiting other Board Members who would bring needed skills and contacts to ACOC's mission
- Serve in leadership positions or on committees and take on special assignments willingly and enthusiastically
- Represent ACOC and all whom it serves to stakeholders, acting as ambassadors for the organization
- Ensure ACOC's success by promoting the sale of tickets and corporate or event sponsorships to contacts within the community.

We thank all applicants for applying, however, only candidates selected for interviews will be contacted further. No phone calls please.

Please send your resume and cover letter to: [s.ferri@aurorachamber.on.ca](mailto:s.ferri@aurorachamber.on.ca) for distribution to selection committee by **Friday, June 10th, 2022**. **SUBJECT LINE: Board of Director Position**