



About us

Brain Injury Canada is the only national charitable organization focused on supporting individuals and families living with the effects of brain injury. Our focus is on education, awareness and advocacy and we strive to ensure all persons affected by brain injury are valued, supported and engaged in their community. We work in collaboration with the 60+ provincial and community brain injury associations, as well as other partners to provide a network of support, information and education.

The mission of Brain Injury Canada is to empower and connect the brain injury community through education, advocacy and collaboration, creating lasting positive impacts.

The Board of Directors provides strategic leadership and general direction, governance, creates internal policies and procedures, oversees the organization's general performance, and ensures overall accountability. It is currently looking to recruit new Board Directors who are enthusiastic about growing a non-profit organization. Ideally candidates bring a mix of leadership and networking skills, as well as have knowledge and experience with not-for-profit charities. We are also interested in candidates with lived experience.

Term

Three (3) years and may be extended for one (1) additional term of three years. A Board Director's term typically begins in June at the Annual General Meeting.

Meetings

The Board meets between six (6) to eight (8) times a year via teleconference or videoconference, for typically around one (1) hour. In addition to attendance and preparation for meetings, Directors are expected to participate in email and telephone dialogues on various matters that arise between and as a result of meetings, as well as sit on committees as required.

Duties

- Assist the board and Chief Executive Officer in developing and fulfilling short, mid, and long-term strategies
- Work with Chief Executive Officer to develop new fundraising and development opportunities
- Assist in fulfilling the strategic plan for the organization
- Actively participate in all strategic and financial discussions and issues impacting Brain Injury Canada
- Be a champion of collaboration, by proactively leading the board and staff to mobilize towards a common goal/approach
- Review and recommend procedures and tools to continuously improve planning, growth, forecasting, evaluation and reporting processes as it relates to strategy
- Perform other duties, as assigned

Expectations

- Help support the mission, vision and values of BIC,

- Help establish and support a governance structure to carry out the Board's work in overseeing, monitoring and evaluating the organization's operations,
- Attend all Board Meetings, the Annual General Meeting of BIC and special events as required, including the BIC Conference,
- Participate on one or more Board Committees,
- Make recommendations based on experience and vantage point in the brain injury community, or personal experience
- Ability to collaborate with a variety of stakeholders and partners,
- Develop a working knowledge of BIC's policies and procedures,
- Read Board Meeting Minutes and other documents circulated for meetings
- Participate and maintain friendly positive working relationships,
- Adhere to BIC's confidentiality agreement and board code of conduct,
- Carry out your duties to the best of your ability and the interest of BIC,
- Desire to work within a group of compassionate leaders in an open, honest and constructive manner for the benefit of our stakeholders/partners and in support of our staff.

Process

All applications will be considered based on merit; however, preference will be given to candidates with a background in law, business development, fundraising, marketing, government relations and lived experience. Brain Injury Canada is committed to diversity, equity and inclusion and we encourage application from candidates who reflect the diversity of the individuals and communities we serve.

Compensation

Board of Directors shall serve without remuneration. No Director shall directly or indirectly receive any profit from occupying the position of Director. Directors may be reimbursed for reasonable expenses incurred in the performance of their duties.

Commitment

Directors must be able to commit to board meetings, committee meetings and board events, some of which may occur during business hours. The minimum monthly commitment to board related activities is approximately 3-4 hours.

If you are interested in contributing to the important work of the Brain Injury Canada, please forward a cover letter outlining why you are interested in joining the board and what skills and experience you feel would make a valuable addition to BIC and your resume to:

Michelle McDonald
 Chief Executive Officer
 E: mmcdonald@braininjurycanada.ca
 Brain Injury Canada
 440 Laurier Ave W, Suite 200
 Ottawa, ON K1R 7X6