



Safe streets
Healthy city
Vibrant voice

BOARD OF DIRECTORS - CALL FOR NOMINEES - 2020

Position:	Director, Cycle Toronto Board of Directors
Type:	Volunteer
Start:	April 2020
Term:	3 years
Commitment	5-10 hours / month

Overview

Cycle Toronto is a diverse, member-based not-for-profit organization that advocates for a healthy, safe, cycling-friendly city for all. Our staff, board, and volunteers work with local government, businesses and residents to encourage cycling and bring about cycling-positive development to our neighbourhoods across Toronto.

Cycle Toronto is governed by an elected Board of Directors. We have three current Board members who are seeking re-election and two current Board members who are not running again, for a total of five open directorships at our 2020 Annual General Meeting. The Board of Directors provides governance, leadership, fundraising, and financial oversight to our staff and operations.

The primary role of the Board is not “advocacy”. Members interested in that crucial aspect of Cycle Toronto’s mission should consider joining the organization’s Advocacy Committee, which is also a volunteer role and has a separate recruitment process. Please contact our current Advocacy Chair, [Priyanka Vittal](#), for more information.

Qualifications

We are looking for individuals with the following qualifications, skills, and experience:

- Finance / Accounting
- Fundraising
- Board experience
- Governance knowledge
- Human resources
- Law
- Organizational management
- Communications and marketing
- Community affiliation/access



- Leadership
- Strategic planning
- Risk management
- IT management

To be eligible for a seat on the Board of Directors, an individual must:

- Be at least 18 years of age
- Not have a bankruptcy that is undischarged
- Be or become a member of Cycle Toronto in good standing
- Have at least one nomination from a Cycle Toronto member, which may be a self-nomination.

Serving as a Director is a serious commitment with the following expectations:

1. Attend and participate in regular Board meetings (5 per year);
2. Actively participate in 1-2 Board subcommittees (Advocacy, Fundraising, IT, Governance, Finance, Human Resources), with meetings for each committee every one or two months;
3. Each director should serve as either (i) an Executive member (President, Vice-President, Chair, Vice-Chair, Secretary, Treasurer, Vice-Treasurer) or (ii) Chair of one Subcommittee of the Board in years 2 and 3;
4. Assist in board and committee work between meetings, including preparing meeting agendas and background documents/research and responding to emails in a timely way;
5. Stay informed about the organization and attend at least one Cycle Toronto program event per year (e.g. Ride for Safe Streets)

Cycle Toronto's Board is still in transition from a "working Board" to a "governance Board" and so Directors, more than in other organizations, are expected to be engaged, to support staff, and to assist in Board projects. Directors do more than sit in meetings: they need to be responsive to email correspondence from peers and take leadership and initiative in Board administration. On the other hand, the oversight role of a Director is not to assign specific projects to staff or insist on initiatives outside of the operational plan.



Ideally, each Director will complete their full three (3) year term, to help ensure continuity, as $\frac{1}{3}$ of the Board turns over each year. If you are enjoying yourself, standing for a second term as an experienced Director is **strongly encouraged**.

Applicants who are running for a position on the Board will be expected to attend our AGM on March 31, 2020 at Relish Bar & Grill. Ballots may be cast by those in attendance at the AGM or by proxy (that is, members may authorize other members, including candidates, to cast a ballot on their behalf at the AGM). Those who are elected will be asked to attend an orientation meeting in early April prior to assuming their role on the Board.

We encourage diverse candidates to apply

Cycle Toronto is committed to recruiting, nominating, and supporting candidates for the Board that reflect the diversity of our membership and Toronto at large. Cycle Toronto encourages applications from people who live outside of downtown, individuals from racialized groups, Indigenous people, women, people with disabilities, people of diverse faiths, people of diverse social classes, people with diverse gender identities, and people with diverse sexual orientations.

To apply:

1. Submit an application through our online [Nomination Form](#) by **February 23, 2020**. Please note, a resume/CV or summary of experience will be required, but will not be shared publicly.
2. For those that are selected, attend an interview with current board members. We will reach out to arrange the date and time of this meeting.
3. Attend our AGM on **Tuesday March 31, 2020** at Relish Bar & Grill.

Please note that based on the information you submit, as well as the interview, the current board of directors will develop a slate of its endorsed candidates.

If you have any questions about the application process, or the Board itself, please [contact us](#). We thank you for your interest and support!