
CATHOLIC CENTRE FOR IMMIGRANTS CENTRE CATHOLIQUE POUR IMMIGRANTS

Volunteer Title: Board Member

The Catholic Centre for Immigrants, Ottawa (CCI) is recruiting qualified volunteer candidates for its Board of Directors. We are seeking community minded individuals with expertise in Finance or IT or Communications. Interested candidates are asked to submit a letter of interest and resume to: greg@cciottawa.ca or call Greg @ 613-232-9634 ext. 307. For further information, please visit our website at: www.cciottawa.ca

Since 1954, the CCI has extended a welcoming hand to newcomers to Ottawa from all over the world. Past clients are now distributed throughout the region making their contribution to the diverse life and economy of our community. Their new ideas, determination, loyalty, entrepreneurship and links to the wider world are among the qualities that enrich us all as we take up the challenge of shaping today's Canadian society and economy.

Funded in part by all three levels of government and independent public fundraising (budget FY 2017/18 - \$8.1million), CCI is a leading provider of a wide range of orientation and settlement services for newcomers in our region. We operate from two locations in Ottawa (219 Argyle and 204 Boteler Street) and have 90 full-time and part-time staff as well as several active almost full-time volunteers. While our primary service clients are refugees and immigrants (5,600 in 2017), CCI encourages participation from the general public (1,000 volunteers in 2017-2018) in pursuit of the second half of our mission which is to build a more welcoming community.

The affairs of CCI are directed on behalf of the membership by a Board of Directors consisting of nine (9) elected directors, three (3) appointed directors, one each from *les Filles de la Sagesse d'Ontario*, *Soeurs de la Charité d'Ottawa* and the Archdiocese of Ottawa and, *ex-officio*, the immediate past president. Elected directors hold office for three-year terms while appointed directors serve for indeterminate terms.

The Board of Directors normally meets six (6) times each calendar year and the meetings last approximately two hours. We know that today's professional who volunteers is a busy person. We use your time frugally and wisely. We prepare well for meetings, we keep you informed, and we identify and serve your interests.

Each year, to facilitate its work, the Board of Directors elects or appoints from its members and/or the voting members of CCI, standing committees including an Audit Committee, Finance Committee, Human Resources Committee, Executive Committee, Nominations Committee and an Information Technology Committee. Board members may be invited to sit on a committee and the frequency and length of meetings vary with each committee. For the most part the CCI Board operates as a Policy Board in essence giving its staff direction on what to do but not how to do it.