



For People.
For Communities.



DIVERSEcity Board of Directors Recruitment Handbook



Welcome to DIVERSEcity

At DIVERSEcity, strengthening communities starts with helping people build the life they want.

We listen with open hearts and minds to connect people to inclusive, innovative and culturally safe programs and services as they navigate their life in Canada.

From resources for their education and employment goals, to their health and wellbeing, we are here to support people's journeys, creating pathways for all to be a part of **connected, stronger and healthier** communities.

As a registered charity in British Columbia since 1978, we work together with Indigenous, community and business partners to elevate voices and advance change for an equitable and sustainable world.
For people. For communities.



Our Vision

An inclusive, equitable and regenerative society that puts people and the planet first.

Our Mission

Together, we build connected, stronger and healthier communities.

Our Values

- Connection and Purpose
- Interdependence and Responsibility
- Curiosity and Adaptability
- Collaboration and Equity
- Truth and Reconciliation
- Global Awareness and Empathy

Who We Are

DIVERSEcity is an award-winning multi-service registered charity governed by a dedicated Board of Directors.

We began our story in the City of Surrey, now the second-largest city in British Columbia with a population nearing 600,000. Working in collaboration with community partners, we now offer services in multiple regions across the province.

Join DIVERSEcity's Board of Directors

Thank you for your consideration to be part of the volunteer DIVERSEcity Board of Directors and related committees. It is an exciting time for DIVERSEcity; we are pioneering to be bold leaders in our field and are looking for directors who share our vision. We have announced our commitment to be an organization that supports progress toward anti-racism, equity, sustainability and Indigenous reconciliation in conjunction with our work assisting newcomers and other diverse communities.

The role of the DIVERSEcity Board of Directors is one of oversight and governance. Board officers are assigned responsibility for certain areas, but the Board carries out its responsibilities with one voice. We ensure that our activities and decisions are in alignment with the values and priorities, in accordance with our strategic plan.

As a prospective director, it is important to consider the time commitment expected. Board meetings, Finance and Audit Committee and Governance Committee meetings are convened on the same day bimonthly. Meetings typically occur on the first Wednesday of every other month with no meetings in July and August. Human Resources Committee, Risk Management Committee and DIVERSEcity Foundation meetings occur four times a year with the latter occurring on the same day as a Board meeting for the Society. Currently under our governance model, all Board Directors of DIVERSEcity Community Resources Society automatically become Board Directors of DIVERSEcity Foundation as well. The purpose of the Foundation is to hold DIVERSEcity's real estate assets and provide space for operations to the Society.

All board and committee meetings are convened via Zoom video conferencing with the exception of two in-person meetings (one for professional development and the Annual General Meeting). DIVERSEcity's Annual General Meeting is scheduled in September each year. It consists of the necessary business matters including the election of directors, followed by a Board meeting for the election of officers for the subsequent year, and a public portion that includes our Awards of Impact.



Time Commitment Overview

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| • Time to prepare and read materials for all meetings and committees | 3–5 hours |
| • Finance Committee | 1 hour (6 meetings) |
| • Governance Committee | 1 hour (6 meetings) |
| • Board of Directors + in-camera | 1.5 hours (6 meetings) |
| • Risk Committee | 1–1.5 hours (4 meetings) |
| • Human Resources Committee | 1–1.5 hours (4 meetings) |
| • Annual General Meeting (AGM) + Awards of Impact | 5 hours (in-person) |
| • Strategic planning and professional development session | 8 hours (in-person) |
| • DIVERSEcity Foundation Board meeting | 1 hour (4 meetings) |
| • DIVERSEcity Foundation AGM | 1 hour (in-person) |
| • Other ad-hoc committee or board meetings as needed | 3–4 hours |

Attendance as DIVERSEcity ambassadors is also encouraged at signature events such as Black in BC (February), Women's Leadership Forum (March) and Small Business & Entrepreneur Fair (October).

Ready to Apply?

If you are interested in joining DIVERSEcity's Board of Directors, here are the next steps:

- Complete the online Board of Directors Application Form at dcrs.ca/board and submit it, along with your resumé
- Interview with Nominations Committee
- Complete a criminal record check*
- Receive confirmation whether your nomination will move forward to AGM vote
- Attend AGM if nominated
- Sign the Code of Conduct Agreement, Confidentiality Agreement and Consent to Act
- Attend orientation session with the CEO

Resources for Board Directors

Upon confirmation of application acceptance by the Board of Directors, these DIVERSEcity resources** will be made available to you via a confidential Board portal:

- Directors and officers liability insurance policy
- Constitution and bylaws
- Board tenure chart
- Board slate resumé and biographies
- Strategic plan
- Organizational chart
- Social media tipsheet
- Organizational budget
- Governance manual
- Annual impact report

*Nomination is subject to this. **These resources are proprietary information.



Learn More about DIVERSEcity

Please visit dcrs.ca to learn more about DIVERSEcity's programs and services, and access our press releases, stories, resources and more. Read DIVERSEcity's Strategic Plan 2024–2029 at dcrs.ca/strategicplan.

Questions?

Please contact Jennifer Richards, Executive Assistant to the CEO, at 604-547-1201 or ea@dcrs.ca.



DIVERSECITY SURREY COMMUNITY CAMPUS

13455 76 Avenue
Surrey, BC V3W 2W3

DIVERSECITY NEWTON TOWN CENTRE CAMPUS

#1107 – 7330 137 Street
Surrey, BC V3W 1A3

DIVERSEcity Community Resources Society recognizes that our work takes place on the ancestral, traditional and unceded territories of the SEMYOME (Semiahmoo), q̓ícəy̓ (Katzie), kʷikʷəłəm (Kwikwetlem), q̓ʷɑ:ńłəń (Kwantlen), q̓iqéyt (Qayqayt), xʷməθkʷəy̓əm (Musqueam) and sc̓əwaθən məsteyəxʷ (Tsawwassen) First Nations. The knowledge, traditions and ongoing contributions of these communities are significant in providing context to the work we do, and DIVERSEcity recognizes the importance that reconciliation has in building connected, stronger and healthier communities. We pay our respects to their Elders, past, present and emerging.