



## Volunteer Community Committee Member Opportunity

Sunbeam Community & Developmental Services is an innovative, charitable, not-for-profit service provider delivering programs, services and supports to children, youth, adults, and older adults living with developmental disabilities. Sunbeam supports individuals and families across Waterloo Region, Wellington County, Dufferin County, Halton Region, York Region, Simcoe County and Peel Region. Sunbeam is primarily funded by the Ministry of Children, Community & Social Services as the trusted regional center for developmental services across the Central- West Region of Ontario.

### Our Commitment to Diversity, Inclusion and Equity

As the decision-making body at the highest level of organizational governance and leadership, the Board of Directors of Sunbeam Community & Developmental Services plays a critical role in creating an organization committed to the issues of anti-racism, equity, diversity, and inclusion. We recognize the value that comes from diverse perspectives and the lived experiences of our stakeholders, who bring fresh, new ideas to our organization. Diversity plays a key role in our ability to deliver on our *mission of providing innovative opportunities that enable the people we support to reach their goals and achieve recognition of their value in the community.*

We are deeply committed to building a membership that is representative of the population being served. Therefore, we encourage applications from people who identify as First Nations, Metis, and/or Inuit, other members of BIPOC communities, persons with disabilities, Women, members of the LGBTQ2S+ community, and other people with lived experience who may contribute to fostering innovative ideas and solutions through an equity lens.

### The Opportunity

The Board of Director is supported by two (2) subcommittees, Finance and Governance. The subcommittees' Terms of Reference permit for up to two (2) community committee members. With this in mind, we are recruiting for several volunteer community committee members to apply to either subcommittee of interest.

Experience on a board and / or related committee is beneficial and a passion for supporting people with disabilities is considered an asset. Knowledge of developmental services, health, community and / or social service sectors is also an asset. As Director positions become available, volunteer community committee members are welcomed and encouraged to apply.

All team members receive board and agency orientation prior to attending their first meeting. Members are provided appropriate access to secure board meeting documents to enable meeting participation.

	Finance Committee	Governance Committee
When	2 <sup>nd</sup> last Wednesday of each month in <u>September, November, January, March &amp; May</u>	2 <sup>nd</sup> last Wednesday of each month in <u>October, February, April &amp; June</u>
Start Time	5:00 pm	6:00 pm
Length approx.	1 ½ hrs	1 ½ hrs

Members are expected to be familiar with the materials and to actively participate in the meetings. Meetings are held online using Zoom.

### To Learn More

For more information about the role of the Volunteer Community Committee Member, please contact:

**Katharine O'Brien, Executive Assistant**

E-mail: [k.obrien@sunbeamcommunity.ca](mailto:k.obrien@sunbeamcommunity.ca)

To Apply: [Volunteer With Us](#)

Sunbeam values the importance of diversity, dignity and worth of every individual. Sunbeam offers accommodation for applicants with disabilities in its recruitment processes. Please advise us if you require accommodation.



## Board of Directors Opportunity

Sunbeam Community & Developmental Services is an innovative, charitable, not-for-profit service provider delivering programs, services and supports to children, youth, adults, and older adults living with developmental disabilities. Sunbeam supports individuals and families across Waterloo Region, Wellington County, Dufferin County, Halton Region, York Region, Simcoe County and Peel Region. Sunbeam is primarily funded by the Ministry of Children, Community & Social Services as the trusted regional center for developmental services across the Central-West Region of Ontario.

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### The Opportunity

As part of our annual board recruitment cycle, Sunbeam has several upcoming openings for individuals to join our highly talented, dedicated, and diverse volunteer Board of Directors. The ideal candidates will possess professional and/or lived experience in various sectors and disciplines, interest / experience in board governance and the policy governance model and have a passion for supporting people with disabilities.

We ask that each board member participate in at least one of the committees of the board. Preference will be given to candidates having experience with developmental service, health, community and/or social services sectors.

All Board and Committee members receive board and agency orientation prior to attending their first meeting. Members are provided Sunbeam email addresses equipped with the necessary permissions and security features to access the secure online board portal and to enable meeting participation.

	Board of Directors	Finance Committee	Governance Committee
When	Last Wednesday of month <u>September - June</u>	2 <sup>nd</sup> last Wednesday of each month in <u>September, November, January, March &amp; May</u>	2 <sup>nd</sup> last Wednesday of each month in <u>October, February, April &amp; June</u>
Start Time	6:00 pm	5:00 pm	6:00 pm
Length approx.	2 – 2 ½ hrs	1 ½ hrs	1 ½ hrs

Members are expected to be familiar with the materials and to actively participate in the meetings. Most meetings are held online using Zoom; however, the September Board meeting is held in-person at our Kingsway Office located at the address below and the June AGM and Board meeting is held in-person at an offsite location.

2749 Kingsway Drive  
Kitchener, ON N2C 1A7

### To Learn More

For more information about the role of the Board of Directors, please contact:

Katharine O'Brien, Executive Assistant  
E-mail: [k.obrien@sunbeamcommunity.ca](mailto:k.obrien@sunbeamcommunity.ca)

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[www.sunbeamcommunity.ca](http://www.sunbeamcommunity.ca)

