

VOLUNTEER POSITION TO FILL

BOARD OF DIRECTORS REPRESENTATIVE FROM UNSPECIFIED COMMUNITY

About us

PANDA BLSO Association, a non-profit community organization, was incorporated in 1995 to support and provide information to parents and children living with ADD/HD.

Over the years, the Association became the reference with respect to Attention Deficit Disorder in the Lower Laurentians and offers training for personnel working in various fields.

What is the role of the board of directors?

The Board of Directors manages the affairs of the Corporation. The members of the Board of Directors must ensure the sound management of the human, material and financial resources of the organization, while ensuring that the staff benefits from optimal conditions for the accomplishment of the mission.

The Board of Directors is composed of six (6) members, being two (2) representatives from the Anglophone community, three (3) representatives from the Francophone community and one (1) representative from the unspecified community, but who may speak in English or French.

The following criteria may help determine the community represented by members of the Board of Directors:

- 1- The member's sense of belonging and relationship with the community;
- 2- The language spoken in the home of the member;
- 3- The school attended by the children of the member;
- 4- The services offered by PANDA BLSO to which the member naturally gravitates;
- 5- The member's own determination regarding his or her mother tongue.

The Board of Directors meets 6 to 8 times per year by video conference or in person.

The masculine gender used in this document is only to reduce the text.

What is the role of administrators?

- They participate in the identification of major issues, contribute to the development of strategic objectives and help define the priorities of the Association;
- They analyze and approve budgets and financial transactions;
- They ensure that the Association complies with the laws and regulations governing a non-profit organization;
- They assess operational results against established objectives;
- They set goals for management and evaluate its performance;
- They see to the quality of services offered to members;
- They prepare and participate in the Annual General Meeting;
- They contribute to the smooth running of activities by offering ad hoc support during events.

What skills are needed to become an administrator of the PANDA BLSO Association?

- Demonstrate a good capacity for critical analysis and reflection on the problem of ADHD and its impact on the daily life of families;
- Be motivated to defend the interests of people with ADHD and their families;
- Demonstrate consensual leadership while knowing how to recognize situations where it is necessary to make quick and effective decisions;
- Have the ability to work in a team;
- Fluency in English, bilingualism (an asset)

Members of the Board of Directors are not remunerated for their services but may be reimbursed for certain expenses incurred by their participation in meetings or in connection with matters falling within their mandate.

If you have the profile we are looking for, please send your application no later than September 14, 2023 by email to:

Danielle Rousseau
Director
drousseau@pandablso.ca

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