



## Posting for Board Members – Moyo Health and Community Services

Moyo Health and Community Services formerly known as Peel HIV/AIDS Network (PHAN) is an organization committed to supporting people living with, affected by, and at systemic risk of HIV.

We are seeking two to three new Board members who can strategically aid the organization to help us meet the goals of our current strategic plan. We are hoping for at least one person that is living with HIV, who is willing to self-identify to the Board and to confidentially disclose their status in this application. We are seeking one to two members who would preferably come from any of the areas of focus of Moyo's work which include people with lived experience with drug use, gender based violence, people from 2SLGBTQIA+ communities, newcomers to Canada, women, African, Caribbean, and Black (ACB) and Indigenous communities. We are looking for Board members that represent and are passionate about serving our various communities. We are also seeking individuals with expertise in program development, fundraising, finance, community outreach, and communications.

**Position Title:** Member of the Board of Directors

**Purpose:** The Board of Directors is the legal authority that provides governance oversight in accordance with the Ontario Not for Profit Corporations Act, By-Laws, policies of the Board and any other relevant laws and regulations. As a Member of the Board of Moyo HCS, each Director acts in a position of fiduciary care for the organization and is responsible for effective governance and management.

**Responsibilities:**

1. Commitment to the mission and work of Moyo Health and Community Services  
[www.moyohcs.ca](http://www.moyohcs.ca)
2. Willingness to serve on at least one committee
3. Attendance at 9 board meetings and at Annual General Meeting each year.
4. Participate in and support fundraising activities for organization
5. Remain informed of the programs and services provided by the organization and publicly support them.
6. Prepare for, ask questions, and participate in the discussions and the deliberations of the Board.
7. Be aware of, make appropriate formal declarations and abstain from any conflict of interest.

8. Be a current general member and volunteer in good standing of the organization.
9. Consider a personal financial contribution that is meaningful to you as an individual Board Member.

**Major Duties:**

- Contribute to strategic planning to establish overall long- and short-term goals, objectives, priorities, and initiatives for the organization
- Promote the organization through community networking and personal outreach.
- Maintain transparency and accountability to the members, clients, and funders for the services provided and funds expended by the organization.
- Monitor and evaluate the implementation of the organization's Strategic Plan on a regular basis.
- Foster a positive working relationship with other Board members, staff, and volunteers.

**Requirements:**

An average commitment of 3 to 4 hours per month on organization work (includes Board and Committee meetings, participation in events, tasks for volunteers, meeting preparation and follow up). All individuals applying must be at least 18 years old and should not have filed for bankruptcy within the last 7 years. Priority will be given to those living in the Region of Peel.

**Qualifications:**

- Must identify with one of the communities served by Moyo HCS
- At least 5 years of experience in a not for profit/business/corporate environment, preferably at a senior or management level
- Strong leadership, strategic, and interpersonal skills
- Effective listening skills combined with written and verbal communications skills
- Ability to work well independently, follow up on task commitments, and meet deadlines
- Outside the box thinking and creative, solution-focused perspectives
- Respectful of group process and healthy dynamics
- Highly motivated with an interest in Moyo's areas of focus: Advocacy, programming, and/or health with a focus on HIV, 2SLGBTQIA+, harm reduction, ACB and Indigenous groups, and sexual health issues
- Previous Board experience is an asset

**Training:**

Board members must participate in annual orientation and training sessions.

**Time Commitment:**

Board members must commit to serving a for 3-year term with a willingness to serve up to two (2) terms. Members must also be willing to commit approximately 3-4 hours average/month depending on activities, including:

- Participation in monthly board meetings and active participation in at least 1 functional committee (i.e., governance, finance, fund raising, or other committees as identified by the board)
- Participation in development and training opportunities to enhance your skills as a BOD member

- Active involvement in and support for fundraising activities and willingness to participate in other key agency activities
- Participation in external community activities and events that contribute to increasing Moyo's visibility and reputation and to strengthening programming and revenue generating partnerships

**Accommodation:** *Moyo Health and Community Services is committed to providing accessible employment practices that comply with the Accessibility for Ontarians with Disabilities Act ('AODA'). Should any applicant require accommodation through the application, interview, or selection processes, please contact our board at [jillianw@moyohcs.ca](mailto:jillianw@moyohcs.ca)*

If you are interested in serving on the Moyo Board, please complete the Board Application Form found below and attach your Resume and Cover Letter as **ONE PDF document**, then submit using one of the following methods:

1. Email: [jillianw@moyohcs.ca](mailto:jillianw@moyohcs.ca) **OR**
2. Mail to or Drop off: 7700 Hurontario St, Suite 601, Brampton, ON L6P 1L3

To be considered, you **must include the Board Application Form** below as a part of your submission. This is to be attached to your Resume and Cover Letter and submitted as **ONE PDF document**.

**Thank you for considering this commitment to our governance and leadership.**

## **Board of Directors Application Form – Moyo Health and Community Services**

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### **Contact Information**

Name	
Street Address	
City, Province, Postal Code	
Primary Phone	
E-Mail Address	

**1. Why do you want to serve on the Board of Moyo Health and Community Services?**

**2. What do you hope to gain from serving on the Board?**

**3. Do you reside in the Peel Region, if so please indicate below:**

- Brampton
- Mississauga
- Caledon

If you do not reside in the region of Peel, please indicate which city/region you reside in: \_\_\_\_\_

**4. Are you a person who is living with HIV and comfortable disclosing this information?**

- Yes
- No
- Prefer not to say

**5. Do you belong to any of the following groups?**

- African, Caribbean and Black people
- Other Racialized Minority
- Gay and bisexual men and other men who have sex with men, including trans men
- Indigenous people
- Newcomers, refugees, and immigrants
- People who use drugs
- Senior 65+
- Trans communities
- Women

- Youth (please note that you must be at least 18 years of age to apply)
- Other (please specify): \_\_\_\_\_

**6. What areas do you have skills in?**

- Advocacy
- Communications and media expertise
- Connection with business/corporate sector
- Experience with government granting bodies
- Experience with other granting bodies
- Financial management
- Fund development/Fundraising
- Human resources expertise
- Knowledge of/connection to communities most at risk for HIV
- Knowledge of/experience in working/volunteering at an AIDS Service Organization
- Legal expertise
- Not-for-profit governance
- Program Development/Management for communities served by Moyo
- Research
- Other (please specify): \_\_\_\_\_

**7. What special skills or qualifications have you gained from employment, previous volunteer work, hobbies or other activities that will aid Moyo in accomplishing our strategic plan?**

**8. Please list any positions that you currently hold/have held on any other Boards of Directors.**

**9. Are there currently or have there ever been any sanctions or complaints brought against you to a member agency or affiliate of Moyo? If so, how have these complaints been resolved?**