



INFORMATION for APPLICANTS

*Thank you for your interest in joining the **Board of Directors**. This sheet provides some basic information about the Corporation, and the information you should provide for consideration.*

The NWT Community Services Corporation (NWTSC) owns and manages Northern United Place (NUP), a mixed-use, ten-storey building in downtown Yellowknife. Led by a strong volunteer Board of Directors, the corporation operates and maintains good quality, low-cost residential, commercial and community use spaces.

NWTSC has played an important role in the community and social housing spectrum of Yellowknife since 1976 when NUP opened its doors. Building on its successful history, the Corporation is now preparing for the future: a major renovation to NUP is in the planning stages and a Strategic Plan adopted in April 2024 updated the vision, mission, and goals of the Corporation.

The Role of the NWTSC Board of Directors

The Board of Directors is a collaborative group of community-minded individuals interested in and committed to social well-being. Six of the Directors are appointed by the Yellowknife United Church, and three are selected from interested members of the community. The Corporation generally operates as a governance board with contracted property management, building operations, and other support services. Directors play a number of important roles, including:

- Monitoring progress made to meet the objectives of the Strategic Plan
- Financial and operational oversight
- Policy development
- Participating on ad hoc committees established for projects and special events
- Keeping up to date on relevant issues through training, and connections with local and national organizations

Qualifications

NWTSC is interested in hearing from candidates with experience or interest in some or all of the following:

- affordable housing and gathering spaces that foster a safe, healthy and inclusive community
- energy efficient building operations
- communications and community engagement
- non-profit board governance and organization, policy development, and fundraising

Opportunity

This is an opportunity for a rewarding volunteer experience. It will be best suited to someone who believes that affordable housing is important in Yellowknife, and wants to contribute to good financial and asset management to make this a reality. Directors are also encouraged to complete on-line training modules and have opportunities to attend conferences during their term.

Affordable housing is important across Canada. The Corporation also benefits from resources, training, and information sessions offered by CMHC, the BC Non Profit Housing Association, the Canadian Housing and Renewal Association and the others.

Time Commitment and Term

Directors must be prepared to commit 2 hours a month to prepare for and attend monthly Board meetings, and an additional 2 to 8 hours a month for work on committees, projects or special events. Directors are elected for a 3-year term, renewable for a second term.

A letter outlining your interest in the NWT CSC and the relevant experience you would bring, should be submitted to: president@northernunitedplace.com

Your letter should include the following:

Name
Mailing Address
E-Mail Address
Phone (optional)
A short statement explaining why this opportunity interests you, as well as a summary of your qualifications and availability.

Please attach a resume to your letter, including summaries of past work and volunteer experience, and any relevant education or training you have completed.

All applicants will be contacted within 30 days of receiving your application.
Thank you for your interest in serving as a volunteer Director