



United Way Regina – Board Member Role Description

Overview

United Way Regina's Board of Directors provides leadership, oversight, and strategic guidance to support the organization's mission: mobilizing people and resources to improve lives and create lasting social change. Board members play a critical role in governance, ensuring financial sustainability, and driving community impact.

This is a **volunteer** position ideal for individuals who are passionate about improving local communities, committed to equity and inclusion, and willing to contribute their time, expertise, and leadership.

United Way Regina seeking candidates with a minimum 5 years' experience as a board member and / or board officer. This is an asset but not required.

Ideal Candidate Profile

- Passionate about improving lives and strengthening the community
- Experienced in areas such as **finance, law, fundraising, governance, HR**
- Willing to **engage in fundraising, advocacy, and networking activities**
- Committed to **diversity, equity, inclusion, and Indigenous collaboration**
- Strategic thinkers who can **balance oversight with supporting staff leadership**.

Key Responsibilities

Strategic Leadership & Oversight

- Help shape United Way Regina's vision, priorities, and strategic direction.
- Approve and monitor the organization's **strategic plan**, ensuring alignment with community needs.
- Ensure United Way remains accountable and responsive to evolving social issues.
- Work closely with the CEO and leadership team to assess progress toward key objectives.
- Keep the voices of community members, donors, and partners at the heart of decision-making.

Financial & Risk Management

- Review and approve the **annual budget**, financial statements, and investment strategies.
- Ensure the organization maintains financial **integrity, transparency, and accountability**.
- Oversee risk management strategies, including legal, regulatory, operational, and cybersecurity risks.
- Ensure that **donor funds** are used effectively and in accordance with their intended purpose.
- Monitor and review the annual **audit** and financial reporting.

Community Impact & Program Oversight

- Provide oversight of United Way's **community impact strategy**, ensuring funds are directed where they will have the greatest impact.
- Review and approve **impact reports**, evaluating how United Way programs and partnerships are improving lives.
- Stay informed about key community challenges and ensure United Way's efforts align with **United Way Canada's national movement** and local needs.
- Ensure United Way collaborates with local **non-profits, businesses, government agencies, and Indigenous communities** to maximize impact.

UNITED WAY REGINA

1440 Scarth Street

Regina, Saskatchewan S4R 2E9

Telephone: 306.757.5671

Charitable Registration #119278372RR0001

Fundraising & Resource Development

- Support **fundraising and donor engagement efforts**, leveraging personal and professional networks.
- Participate in United Way's **annual campaign, special events, and donor cultivation activities**.
- Make a personally meaningful **financial contribution** that reflects one's capacity and commitment.
- Advocate for the importance of **philanthropy, corporate partnerships, and volunteerism**.

CEO Oversight & Support

- Maintain a **collaborative and respectful** relationship with the CEO, providing strategic guidance while allowing operational independence.

Advocacy & Community Engagement

- Serve as an **ambassador and spokesperson** for United Way, promoting its work to the broader community.
- Engage with **government officials, businesses, and nonprofit leaders** to strengthen partnerships.
- Uphold United Way's commitment to **diversity, equity, inclusion, and Indigenous collaboration**.
- Use personal and professional influence to **increase visibility and support** for United Way's initiatives.

Board Governance & Accountability

- Attend and actively participate in **board meetings and quarterly committee work**.
- Typically, there are **4 to 6 board meetings** per year. Meetings are usually 2 hours in length and require an average of 2 additional hours in pre-reading or meeting prep time.
- Participate as needed in **strategic planning and direction setting** retreats that could be a full day in length.
- Serve on at least **one board committee**, such as Audit Finance and Risk or Governance.
- Be able to commit to a **three-year term** as a director
- Maintain **ethical integrity**, avoiding conflicts of interest and upholding United Way's **Code of Conduct**.
- Stay informed about United Way's operations, programs, and financials to make **informed decisions**.
- Participate in board **self-assessments and performance reviews** to ensure ongoing effectiveness.

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