**Job Title: Board Member, Executive - Treasurer**

**Job Type: Volunteer Board Position**

**Deadline for Applications: Apr 30th, 2020**

**ACT Alberta is a leading provincial organization with offices in Edmonton and Calgary. Founded in 2008, ACT Alberta is an established and vibrant organization with strong stakeholder relationships built to end human trafficking in Alberta and support victims of human trafficking. For more information visit:** <http://www.actalberta.org/>

**We are recruiting a Board Member from the greater Edmonton area with skill sets in finance, accounting, and governance to fill the *Treasurer* role on our executive.** Previous board experience andawareness of human trafficking, crime prevention, justice or other complex systems are assets but not required.

Serving on the Board of Directors offers philanthropic community-minded volunteers an opportunity to learn about this critical issue and to support the work of the organization.

**Length of Term:** Two years, renewable

**Expectations:**

**The Board of Directors meets bi-monthly. These meetings are facilitated in-person at our regional officies. Once or twice a year the Board meets in person. In addition, the Treasurer is expected to take part in finance related committee work including availability to sign cheques, and to complete the fiduciary responsibilities in finance for the Board. This can be a total of 6-15 hours per month, depending upon the finance work.**

**How to Apply**: Please send a cover letter which outlines your interest, experience and skills, along with a resume or CV, and 2-3 references. Make your submission to ACT Alberta’s Board President, Rohadi Nagassar by email to: board@actalberta.org. Only successful applicants will be notified and will have a brief interview. Any supporting documents will be provided to candidates before the interview.

*All qualified candidates are encouraged to apply; however, Canadians and permanent residents will be given priority.* *ACT Alberta is committed to an equitable, diverse, and inclusive workforce. We welcome applications from all qualified persons. We encourage women; Indigenous persons; members of visible minority groups; persons with disabilities; persons of any sexual orientation or gender identity and expression; and all those who may contribute to the further diversification of ideas and the ACT Alberta mission.*