

Trustee Recruitment Profile

The Calgary Philharmonic Orchestra Foundation (the “Foundation”) is a separate and independently governed organization overseeing the endowment fund created to support the long-term operations of the Calgary Philharmonic Orchestra. A portion of the return earned on the endowment fund is contributed annually to the Calgary Philharmonic Orchestra. The Foundation has become the Calgary Phil's largest annual funder. It operates independently and at arms-length from the Orchestra, with the fund's administration overseen by a Board of Trustees. The Calgary Philharmonic Orchestra Foundation is a not-for-profit organization formed under the Societies Act of Alberta and is a registered charity under the Income Tax Act.

The Foundation is seeking skilled and committed individuals to join the Board of Trustees.

The Role

The Board of Trustees is responsible for the governance and management of the Foundation to ensure its ability to support the long-term operations of the Calgary Philharmonic Orchestra. The role and responsibilities of the Board includes:

- Promoting the charitable objects of the Foundation.
- Administering the endowment fund and managing the sustainability of investments.
- Providing oversight of policies for the management and operation of the Foundation.
- Supporting donor and community outreach and development efforts.

Responsibilities

All Board members serve a two-year term renewable up to a maximum of five consecutive terms. Key responsibilities of Board members include:

- Attend and actively participate in Board meetings and committee work.
- Review and approve the Foundation's annual budget and contribution.
- Attend concerts, support donor and community outreach and development efforts and serve as an ambassador to your networks and broader community.

Desired Qualifications

The Foundation is seeking candidates with a broad range of skills, perspectives and experience and is particularly interested in individuals with expertise in one or more of the following areas:

- **Governance and Leadership:** Knowledge of board governance and/or experience serving on a non-profit boards and in leadership roles.
- **Finance and Investment:** Accounting, financial management and/or investment experience.
- **Not-for-Profit and Arts:** Experience in and understanding of the not-for-profit sector, with a focus on the arts.
- **Fundraising and Donor Engagement:** Experience in cultivating relationships with potential donors, securing financial support and fostering long-term philanthropic giving.
- **Community Connections:** Strong community contacts, connections or networks in Calgary to expand the Foundation's reach.

Additional Details

- Benefits of Joining the Board
 - Supporting performing arts and the orchestra in Calgary.
 - Strengthening community relationships.
 - Building and enhancing governance, leadership and philanthropic skills.
- Key Attributes of Ideal Candidates
 - A commitment to promoting the interests of the Foundation.
 - Willingness to collaborate and engage actively with fellow Trustees.
 - Availability to dedicate the necessary time and effort to Board activities.
 - A passion for supporting the arts, music and community in Calgary.

Application Process

Deadline: 25 March 2025

Please send cover letter, resume, to:

Joel Douglas

Vice President

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