

About the Organization

VISION

A collaborative, youth-led, community based movement that provides youth with holistic supports to complete their education and experience success in their lives.

MISSION

To improve educational outcomes, expand possibilities, and support youth in Jane and Finch along their individual paths to success.

GRADUATION MODEL

Success Beyond Limits exists to provide youth with the opportunity to progress from where ever they are to where ever they want to be. This is reflected in our programming, in which Mentees become Mentors-in-training, then become Mentors, who go on to play a variety of roles within our organizations (as tutors, co-op students and board members), eventually making contributions to the broader community.

VALUES

Youth-led: Everything we do aspires to and is designed for establishing youth ownership of SBL by engaging and responding to the voices of youth. Youth are involved in our governance, as well as planning, adjusting, and delivering programming.

Collaborative: The common ground of success in education for our youth is where we meet with individuals, organizations, agencies, institutions and movements.

Community Based: Our focus, mandate and staffing are community-based, community-focused, and community-empowered.

Flexibility: All of our programming stays flexible in order to respond to the voice of the youth and their changing needs.

PROGRAM MODEL

Our focus is to reduce the impact of external factors that negatively affect the educational success of youth in Jane-Finch. We operate a 6-week summer program that offers credits, mentorship, youth employment, enrichment, nutrition, engagement, graduation, and relationship building.

We continue our support through our presence within Westview Centennial Secondary School, where we operate a youth space. Through this space, our staff support youth during the school day, run an after-school program, and connect youth to an array of diverse opportunities.

Board Director: Human Resources

Responsibilities of the Board

As the highest leadership body of the organization and to satisfy its fiduciary duties, the board is responsible for:

- determining the mission of the organization and understanding its collective purpose
- selecting, supporting, and evaluating the performance of the chief executive
- strategic and organizational planning
- ensuring strong fiduciary oversight and financial management
- fundraising and resource development
- approving and monitoring the organization's programs and services
- enhancing the organization's public image
- assessing its own performance as the governing body of the organization
- ensuring legal and ethical integrity

Roles and Responsibilities

Each individual board member is expected to:

- know the organization's mission, policies, programs, and needs as well as understand its collective purpose
- faithfully read and understand the organization's financial statements and board materials in advance of meetings
- serve as active advocates and ambassadors for the organization
- fully engage in identifying and securing the financial resources and partnerships necessary for the organization to advance its mission
- leverage connections, networks, and resources to develop collective action to achieve the organization's mission
- help identify personal connections that can benefit the organization's fundraising and reputational standing, and influence public policy
- prepare for, attend, and conscientiously participate in board meetings
- participate fully in one or more committees or taskforces
- engage in learning opportunities to better understand the community we serve
- respect the experiences of all who bring their voices and lived experiences into the boardroom and the organization
- uphold the legal duties and laws regarding nonprofit governance
- follow the organization's bylaws, policies, and board resolutions
- maintain confidentiality about all internal matters of the organization

Human Resources Expertise

The Board Director with expertise in Human Resources will contribute their general knowledge or subject matter expertise on topics related to:

Understanding of HR Best Practices

- Knowledge of recruitment, hiring, and retention strategies to ensure the organization has a talented and engaged workforce.
- Understanding of compensation and benefits practices to ensure fairness, competitiveness, and sustainability within the organization's budget.
- Experience with performance management systems, including employee evaluations, feedback mechanisms, and goal-setting processes.
- Awareness of employee training and development programs to help staff improve skills and grow within the organization.

Labor Laws and Regulations

- A solid understanding of employment laws and regulations, including those specific to Federal and provincial jurisdiction (e.g. the **Canadian Labour Code** or the **Ontario Employment Standards Act**).
- Knowledge of workplace health and safety regulations to ensure compliance and protect employees.
- Awareness of non-discrimination laws and policies surrounding harassment and diversity in the workplace.

Strategic Thinking and Workforce Planning

- Ability to think strategically about the organization's workforce needs, aligning HR practices with the overall mission and goals of the organization.
- Experience in workforce planning, including succession planning, talent pipeline development, and identifying gaps in staffing needs.
- Expertise in designing and assessing organizational structures to ensure effectiveness and efficiency.

Employee Relations and Conflict Resolution

- Expertise in managing employee relations issues and resolving conflicts, ensuring fair treatment of all employees while maintaining the organization's policies.

- Ability to mediate disputes and address grievances between employees, ensuring the resolution process aligns with the organization's values and legal requirements.

Diversity, Equity, and Inclusion (DEI)

- An understanding of DEI principles and practices to promote an inclusive work environment.
- Ability to advocate for and implement policies that ensure the recruitment, hiring, and retention of diverse talent.
- Skills in creating programs to foster an inclusive workplace culture and addressing systemic issues related to diversity and discrimination.

Change Management

- Ability to support organizational change, whether it's related to leadership transitions, restructuring, or the introduction of new policies or technologies.
- Skills in helping employees adapt to change through effective communication, training, and providing emotional support during transitions.

Performance and Talent Management

- Knowledge of setting up and monitoring performance metrics, ensuring that employees are supported in achieving their best performance.
- Experience in designing talent development programs, mentoring initiatives, and leadership development pathways.
- The ability to assess the organizational impact of HR strategies and make adjustments as needed to ensure alignment with the organization's goals.

Compensation and Benefits Oversight

- Understanding of compensation strategies, including salary structures, incentives, and benefits packages to ensure competitiveness and fairness in employee remuneration.
- Familiarity with benefits administration and understanding how these offerings can impact employee satisfaction, retention, and performance.

Risk Management and Legal Compliance

- Awareness of the risks associated with HR, including labor disputes, potential lawsuits, and non-compliance with labor laws.
- Ability to oversee risk management strategies and work with legal professionals to ensure the organization's HR practices comply with all relevant laws and regulations.

Commitment & Expectations

- **Board Meetings:** Approximately **2 hours four times per year** for Board meetings (typically virtual) and an AGM.
- **Committee Meetings:** Committees typically meet monthly or bimonthly

*Adopted from <https://boardsource.org/resources/board-member-job-description/>

The Board Director is a volunteer, non-paid member of the SBL Board of Directors. If you have any questions about the role or are interested in volunteering on the SBL Board of Directors, send your questions and/or resume to Tammie Orifa at tammie_orifa@hotmail.com. Directors on the SBL Board are expected to adhere to the Privacy and Confidentiality policies of the organization and must express any known or potential conflicts of interest while affiliated with the organization.

To learn more about Success Beyond Limits, please visit their website at <https://www.successbl.com/>.