



**EYA**  
**ENVIRONMENTAL  
YOUTH ALLIANCE**

HELPING CHILDREN AND YOUTH DISCOVER THEIR INNER NATURE

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## **Volunteer Job Posting: Youth Board Member**

Environmental Youth Alliance (EYA) seeks youth leaders with an interest in organizational leadership—plus passion for the environment, sustainability initiatives, and youth education—to join the Board of Directors. We are looking for people with interests related to youth and the environment, organizational and leadership skills, and a strong interest in building connections to professional networks in Vancouver.

EYA is currently accepting candidates for Youth Board Members. Youth Board Members must be at least 16 years old, and should be in high school or have graduated in the last 1-3 years. We are open and keen to receive applications from all youth that want to provide meaningful input and a youth's perspective into the governance of our organization.

EYA is a non-profit charity that cultivates transformative nature experiences for children and youth in urban environments to foster community connectedness, build ecological leadership skills, and enhance their well-being. We work to engage and empower youth to create meaningful, positive action for our community and environmental health.

To learn more about EYA and our programming, please visit [www.eya.ca](http://www.eya.ca).

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### **Commitment**

- Attend Board meetings. The Board of Directors meets every 4-6 weeks and meetings typically last 2-3 hours.
- Willingness to devote an average of 5-10 hours per month to EYA business above and beyond Board meetings, including participation in Board Committees such as the Human Resources Committee, Fundraising Committee, Program Committee, and Policy and Governance Committee.
- Participate in Board special events and meetings, typically two to four per year.
- Represent EYA at community outreach events (minimum of two per year).
- Participate in the development of a youth advisory group and potentially act as a chair of this group.
- Fulfill a two-year term, which may be renewed (pending approval of the Board and EYA members at the AGM).
- Currently, the Board is a working board focused on strategic planning, fundraising activities and establishing policies and procedures to support the long-term success of the organization.

### **General Director Responsibilities**

- Advise, govern, oversee policy and direction, and assist with the leadership and general promotion of EYA to support the organization's mission.
- Participate in Board Committees such as the fundraising committee, program committee, human resources committee, and policy and procedures committee.
- Participate in EYA fundraising activities including developing and maintaining relationships with donors and pursuing new fundraising opportunities.
- Participate in community events on behalf of EYA.
- Be alert to community concerns that can be addressed by EYA's mission, objectives, and programs.
- Remain up to date with relevant legislation and policies.



# EYA

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- Keep in touch with the general needs and concerns of EYA's operations.
- Help communicate and promote EYA's mission and programs to the community.
- Monitor organizational finances, including adoption and oversight of the annual budget, and financial resources and needs.
- Understand the policies and procedures of EYA and formulate policies where needs arise.
- Conduct periodic evaluations of EYA operations and programs with a view to improvement.
- Ensure succession planning for the Board of Directors.

### **Skills**

- Administrative, organizational, and leadership skills.
- Experience in event planning, business administration, and facilitation, or a willingness to participate in these board activities
- Able to work independently and as part of a team.
- Knowledgeable and skilled in areas of communications, human resources, and fundraising is considered an asset.

### **How to Apply**

To apply for this position, submit a résumé and cover letter outlining your interest and experience to Eileen Jones, Member, EYA Board of Directors: [eileenlaurajones@gmail.com](mailto:eileenlaurajones@gmail.com). Applications will be accepted on a rolling basis until August 25. We may opt to meet with suitable candidates before the deadline, so candidates are encouraged to apply early!