

MEMBER OF THE BOARD OF DIRECTORS (VOLUNTEER)

The Town of York Historical Society invites passionate, creative, committed and driven people to join our volunteer Board of Directors.

ABOUT THE TOWN OF YORK HISTORICAL SOCIETY AND TORONTO'S FIRST POST OFFICE

The Town of York Historical Society was formed by a group of concerned Torontonians, who wanted to preserve Toronto's early built heritage, and to share the stories of the Town of York and early Toronto. The Town of York Historical Society benefits Toronto's residents and visitors by increasing their awareness and appreciation of the origins of the city of Toronto.

The Town of York Historical Society operates Toronto's First Post Office, an incorporated non-profit museum and National Historic Site, situated on its original site and within its original walls. Toronto's First Post Office was built in 1833 and, as the only post office in Toronto, served the rapidly growing city until 1839. Today, it is the only remaining example of a British North American post office still in operation, the only interpretive centre for the original Town of York, and welcomes visitors from all over the world.

The Town of York Historical Society, through the operation of Toronto's First Post Office, tells the stories of life in the town of York and the early city of Toronto (1793-1851). We help Toronto's current residents and visitors to engage with these stories, particularly through the lens of community, communication, and built heritage.

We serve on the traditional territory of many nations including the Mississaugas of the Credit, the Anishabeg, the Chippewa, the Haudenosaunee, and the Wendat peoples. This place remains the home of many diverse First Nations, Inuit, and Metis peoples. Remembering that we share this place with many communities, we humbly acknowledge this legacy and express our gratitude for use of this land.

The Town of York Historical Society and Toronto's First Post Office is committed to supporting a diverse environment and seeks candidates from underrepresented communities. LGBTQ2+, Indigenous, people of colour, people with a disability, and new Canadians are encouraged to apply.

The Town of York Historical Society is led by the following guiding values:

- **INCLUSION:** The Society and Museum are welcoming places. The participation of the community is encouraged and valued.
- **DIVERSITY:** The differences between our experiences are sought out and respected.
- **INSPIRATION** Through open and effective communication, the Society and Museum facilitates creative experiences that inspire participation.
- **SERVICE:** The Society and Museum provide outstanding service to the community, and will continue to serve future generations.

DESCRIPTION OF POSITION

The Town of York Historical Society (TYHS) is seeking passionate and dedicated individuals to join its volunteer Board of Directors.

The Board is responsible for:

- Establishing the vision, goals, and priorities of the Society;
- Developing a strategic long-term plan for the Society;
- Ensuring the long-term financial stability of the Society, including the oversight, development, and management of sources of income;
- Overseeing the organization and management of the Society;
- Establishing fundamental principles;
- Hiring and overseeing the work of an Executive Director to manage the operation of the Society;
- Approving annual budgets;
- Monitoring and assessing the Society's programming, fundraising practices, policies>

Board Members are responsible for:

- Attending regular Board meetings;
- Volunteering to serve on at least one committee;
- Monitoring and managing the goals of strategic developments, financial resources,
- Recruiting new Board Members as required;
- Volunteering to share the work of fundraising events and campaigns;
- Maintaining integrity by maintaining confidentiality and safeguarding sensitive information.

The ideal candidate will have:

- a commitment to the Town of York Historical Society's vision, purpose, and values;
- a strong interest in the St Lawrence community and in the history of the Old Town neighbourhood and the early City of Toronto;
- the ability to commit time required as a member of the Board of Directors;
- previous experience working for a non-profit board is considered an asset.

At this time, the Town of York Historical Society is particularly interested in candidates with skill, knowledge and experience in the following areas:

- fundraising;
- building community and diversity.

TERM AND TIME COMMITMENT

Three (3) year term, approximately (6) hours a month including one regular board meeting per month, preparing for board meetings, participating in committees and attending special events. The amount of time expected of directors will vary depending on involvement in committees.

HOW TO APPLY

To learn more about this board position, please send an introductory email to board@TOs1stPO.com.