



## **BOARD DIRECTOR**

### **Director-at-Large, Director (Fundraising), Director (Marketing/PR)**

The Board of Directors of ACCESS Community Capital Fund (“ACCESS”) is seeking three (3) qualified and passionate individuals to join its Board in the following roles:

- Director-at-Large
- Director (Fundraising)
- Director (Marketing/PR)

We’re seeking applicants from all backgrounds to ensure we get the best, most creative talent and create a team that reflects the diversity of our client base.

ACCESS is a registered charity established to help promising entrepreneurs in underserved communities gain access to financing, business skills training, and opportunities to build meaningful networks. ACCESS is committed to helping people achieve their potential and collaborates with over 70 community partners. Across the GTA, ACCESS equips entrepreneurs with business training through coaching, workshops, and financial literacy support that strengthen their ability to launch and grow their businesses.

#### **ROLE OVERVIEW:**

ACCESS is seeking volunteers to join its Board of Directors as it undergoes its next stage of transformation and growth. We are seeking passionate individuals to take on an important role in governing the organization, determining its strategic direction, and fundraising to support its mission and programs. We are interested in hearing from committed individuals who will be actively involved in the organization, bringing fresh ideas and additional skill sets. Building strong relationships and goodwill in the community, including donors, community partners, volunteers and clients, is a vital part of serving on ACCESS’ Board.

The prospective Directors will be expected to:

- Demonstrate commitment to ACCESS’ mandate
- Fulfill the fiduciary responsibilities of a director of a registered charity
- Have strong communication and collaboration skills
- Serve on a Committee of the Board based on their expertise and skills

#### **GENERAL EXPECTATIONS (ALL DIRECTORS):**

- Serve, at a minimum, a two-year term

- Regularly attend all Board and Committee meetings. The Board generally meets five times per year for 1-2 hours each meeting (or more often, when required); NOTE: Frequency of Committee meetings varies. (Meetings are held virtually via Zoom or in person in Toronto, Ontario, as determined by the Board.)
- Prepare for meetings by reviewing the meeting agenda and supporting documentation
- Participate actively in all meetings
- Actively promote the fundraising efforts of the organization by introducing your network to the organization to help generate outside contributions or making a personal financial contribution to the organization
- Be available to serve on at least one Committee of the Board
- Be available to consult with the Executive Director, as required

#### **DIRECTOR-AT-LARGE**

ACCESS is seeking a Director-at-Large who brings broad governance experience and a willingness to contribute across a range of Board priorities. This individual will support strategic oversight, participate in committee work aligned with their expertise, and contribute to fundraising and community engagement efforts.

#### **DIRECTOR (FUNDRAISING):**

ACCESS is seeking a director with fundraising and development experience to join our Board. Competitive candidates bring experience in fundraising strategy, donor engagement, sponsorships, partnerships, or revenue development, and are comfortable collaborating across teams.

#### **DIRECTOR (MARKETING/PR):**

ACCESS is seeking a director with marketing and/or public relations experience to join our Board. Competitive candidates bring experience in marketing strategy, brand development, communications, media relations, or digital outreach, and are comfortable collaborating across teams.

#### **HOW TO APPLY:**

Qualified candidates are invited to submit a resume and a cover letter to the Board Chair at [admin@accessccf.com](mailto:admin@accessccf.com) by **11:59 pm on Wednesday, April 1<sup>st</sup>, 2026**.

Only applicants under consideration will be contacted for an interview.

ACCESS is committed to equity, diversity and inclusion and encourages all candidates to apply. If contacted to participate in the recruitment and nomination process, please advise us if you require an accommodation.

We thank all applicants for their interest, however only qualified candidates selected for an interview will be contacted.