

# Community Day Programs



## Day Programs Management Board Membership

Thank you for your interest in joining the management board of the **Day Programs** which consist of Centre 454, St Luke's Table and The Well-La Source. We hope the following explanation of our organization, the mandate and scope of the board, and the expectations of board members will help inform your decision to continue with the nomination process.

The Day Programs are part of the five community ministries of the Anglican Diocese of Ottawa. Although these organizations are run by the Diocese as an expression of its Christian faith, no one involved with the community ministries is required to be a Christian. Clients, staff, and volunteers represent the diversity of the city of Ottawa and all are welcomed and valued.

Centre 454 has been a pillar in the social services sector of Ottawa for the past 65 years. Our day program provides supports and a suite of services for those who are experiencing poverty or homelessness or who are precariously housed. Our doors are open to all seeking belonging, support, safety and community. Centre 454 works to empower people to discover their potential and achieve their goals. Centre 454 is located at 454 King Edward Ave.

[www.centre454.ca/](http://www.centre454.ca/)

The Well-La Source first opened its doors in 1984. It is a supportive community where women gather to connect and build on their strengths. The Well-La Source delivers programs that support women in meeting their basic needs, making their life choices and participating in their community. The Well-La Source is located at 154 Somerset Street West.

[www.the-well.ca/](http://www.the-well.ca/)

St Luke's Table started as a lunch club in the basement of St Luke's parish and has transformed into St Luke's Table in 2013. St Luke's Table provides a supportive environment where visitors can maintain and improve their personal and mental health. The delivery of programs takes place in a safe and secure venue which encourages the development of trust. St Luke's Table is located at 760 Somerset Street West.

[www.stlukestable.ca/](http://www.stlukestable.ca/)

The governance structure of the day programs is unique. The ultimate governing body of the community ministries is the Synod of the Diocese of Ottawa where the Bishop of Ottawa is Chair. Management Boards are subcommittees of Synod and entrusted with governance responsibilities such as:

- Develop and recommend strategic plan
- Develop advocacy strategy
- Approve annual plan
- Approve budgets and review financial statements
- Monitor risk
- Oversee and support financial development

Board membership consists of 8 to 12 individuals that bring a mix of experience, expertise and perspectives to provide exemplary leadership, stewardship and guidance to the day programs. The Management Board endeavours to ensure its membership includes experience in the following areas such as:

- Advocacy and government relations
- Fundraising and event planning
- Financial Management / Accounting
- Human Resource Management
- Legal
- Non-profit governance
- Communications
- Strategic Planning
- Social Justice

The Management Board also seeks to have a diverse membership in order to strengthen and broaden discussions and decisions. Differences in race, sexuality, gender identity, age, language, socio-economic experience, and ability are sought and celebrated.

The Management Board meets between 6 and 10 times per year, usually on the second Wednesday of the month currently at 7:00 pm though sometimes at 5:30 pm. Meetings are planned one year in advance. Members are also expected to join subcommittees, such as Strategic Planning or Fundraising, as their expertise and time allow. Some subcommittees are ad hoc and finite while others, such as Fundraising, is a standing subcommittee.

If you have any questions about this role or are interested in the next steps of the nomination process please speak with the Chair of the Management Board, Sharron. Sharron can be reached by email at [Board-Chair@the-well.ca](mailto:Board-Chair@the-well.ca)