



St. Matthew's Bracondale House

707 St. Clair Ave. W., Toronto ON M6C 4A1 tel. 416-656-2669 fax. 416-656-8052

Board Member - Volunteer Job Description

St. Matthew's Bracondale House is a non-profit residence for seniors (130 units) and families (18 units) with young children located at St. Clair Avenue West and Christie Street in the city of Toronto.

For over 38 years, Bracondale has provided affordable housing for seniors and families with low to moderate incomes with funding from the City of Toronto for rent subsidies. Our supportive housing services, funded by the Toronto Central LHIN, and our wide array of social, recreational and wellness programs for seniors living at Bracondale allows us to respond to the changing needs of our residents and enable them to continue living independently at Bracondale. Currently our programs and services are transitioning to a virtual base in response to the Covid-19 pandemic.

Bracondale's volunteer Board consists of 10 members, serving for a 3 year term up to a maximum of a 6 year term. Directors on our Board are responsible for making decisions about planning for the future, monitoring financial performance and ensuring that Bracondale continues to respond to our residents' needs so that they can continue living independently in their own homes.

As our mortgage with CMHC has ended, we are in good position to plan for the future. We are currently considering a possible expansion of our seniors' housing. The work of the Board entails oversight of building affairs which often includes sub-contracting, repairs and maintenance, as well as significant financial management.

We are seeking new Board members who will be committed, enthusiastic and motivated to share their expertise and skills in the following areas:

- Legal experience
- Financial/Accounting
- Property management, including capital and maintenance
- Building construction
- Community services

The Board meets 8 times per year and directors may wish to serve on Bracondale committees.

The commitment time for the role of Treasurer is about 4 hours per month with more hours needed during the audit.

If you are interested in serving as a Board Member for Bracondale, please submit your resume by **August 24, 2020** to:

Chair of the Board

c/o Susan DesLauriers, Executive Director

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Please note: In response to Covid-19, the board is meeting via teleconference.

For more information about Bracondale House, visit our website at smbh.ca