

EDMONTON TOOL LIBRARY
Volunteer Board Member
Closing Date: March 15th, 2021



Our doors may be closed for now, but our board has openings!

Now, more than ever, we understand the need for community— we would love to have you join ours! Add some energy and experience to your routine by joining a team of like-minded individuals who are passionate about providing low-cost access to tools, and strengthening the sharing economy in Edmonton. This volunteer position provides the opportunity to develop community connections and gain experience in a supportive and friendly environment.

The Edmonton Tool Library (ETL) is a registered not-for-profit society in Edmonton, Alberta, Canada, which provides affordable access to hand, power, and garden tools for its members. Through this work we strengthen the social (sharing) economy in Edmonton and reduce our impact on the environment.

As a **Board Member**, you will assist the organization with policy creation, financial oversight, fundraising, marketing and overall strategic direction. The ETL is an operating board, so you will also work monthly shifts at the library.

Desired Skills: We're looking for people who are passionate about sustainability and making their community a better place to be by encouraging the sharing of tools, knowledge, and skills in a welcoming, inclusive and creative environment. Skills or experience in any of the following areas would be considered assets but are not required to apply: finance and accounting, fundraising, grant writing, human resources, marketing and communications/social media, board governance, use and maintenance of hand and power tools, library and/or inventory management.

Note: This year the Edmonton Tool Library will be recruiting for the following Executive Roles: Secretary, and Treasurer.

Commitment: Successful candidates will be required to:

- Work four hours per month as a Tool Librarian at the ETL
- Attend monthly board meetings either virtually or in person (generally held the second Tuesday of each month). A minimum attendance of 7 per year is required.
- Serve on a minimum of one committee (Fund Development, HR, Marketing, Governance, Operations).

Board members are asked to serve a minimum two-year term. The estimated total monthly time commitment is 7-10 hours a month.

Work Location: Edmonton Tool Library, Bellevue Community League, 7308 112 Ave, Edmonton, AB.

How to Apply: Applications sent via email are preferred. Please include a resume and letter of interest saved as one file. Please submit all applications to edmontontoolibrary@gmail.com