

A graphic element consisting of three curved bands. The top band is blue with horizontal lines, the middle band is yellow, and the bottom band is green with vertical lines.

Join Our Board of Directors

A photograph showing three people in a meeting. On the left, a person's shoulder and arm are visible. In the center, a woman with long dark hair, wearing a white turtleneck, is smiling. On the right, a woman wearing a light grey hijab is also smiling. They are seated around a wooden table with papers and a mug.

Vancouver Foundation acknowledges that we carry out our work on the lands of Indigenous Nations throughout colonial British Columbia. Our office is located on the unceded, ancestral, and traditional territory of the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh (Squamish), and Sel̓íl̓witulh (Tsleil-Waututh) peoples.

Vancouver Foundation grants to hundreds of charities and non-profits in British Columbia every year. Our vision is to create healthy, vibrant, equitable, and inclusive communities, and we focus on supporting organizations that address the root causes of important issues. Our funding comes from generous gifts from the community, as well as from managing endowment funds for people, charities, and businesses.

We bring together community advisors with diverse personal and professional expertise, who guide our investment, granting, and engagement strategies. This helps us better address current and emerging community needs in BC by centering voices on the margins to identify priorities such as investing in racialized youth and supporting women in philanthropy.

For a view into our world, please visit: www.vancouverfoundation.ca



Candidate Guide

Vancouver Foundation's Nominations Sub-Committee is seeking nominees for three-year terms on our Board of Directors, beginning May 1st, 2026.

Vancouver Foundation is actively recruiting Directors who are:

- > Committed to right relations with Indigenous communities and the principles of justice, equity, diversity, and inclusion;
- > Curious and have an ability to bring humility and a learning lens to the work of the Foundation;
- > Knowledgeable about Vancouver Foundation's mission and vision and are willing to serve as an advocate to the Foundation's external networks and circles of influence; and
- > Collaborative leaders who understand and value trust-based philanthropy, and are willing to incorporate those principles into their duties.

This year, the Board is looking for individuals who have strong competencies in one or more of the following areas:

- > Legal Experience (specifically, a qualified lawyer with some experience in either law or legal systems pertaining to Indigenous rights, title and relations, charitable giving, estate law, climate change, or sustainability);
- > Institutional Investment Experience (specifically, a CFA charter holder with extensive knowledge in the investment field, with particular experience managing institutional endowments and assessing financial risks);
- > Public and Government Relations Experience (specifically, an individual with a strong understanding of the current political and social discourse and the implications for the charitable and nonprofit sector); and
- > Governance and Human Resources Experience (specifically, a baseline understanding of governance and human resources practices (either through experience on a Board or through exposure to a Board), including expertise in executive management and compensation processes).

Vancouver Foundation is committed to the principles and practices of an inclusive and equitable recruitment process. Our goal is to be representative of the communities we work with and we encourage applicants from communities that are structurally marginalized based on race, colour, and/or status as a First Nations, Métis, Inuit, or Indigenous person, religion, nationality, social or ethnic origin, accessibility needs, sexual orientation, gender identity, and/or expression.

We know there is rarely an ideal or perfect candidate for a job. If you or someone you know has experience similar to what is described above, or if the core activities of this role are exciting to you, we encourage you to apply or share this opportunity with anyone you know who may be interested.

All applications must be received no later than midnight on Friday, February 13, 2026.



What Does Our Board Do?



The Board of Directors is responsible for the strategic oversight of Vancouver Foundation's range of activities. The Board of Directors adheres to a governance framework that is committed to achieving the Foundation's purpose while working within a trust-based model. Our framework uses best-in-class policies and practices to support the Foundation's achievement of its purpose.

Although the Board is not expected or required to make operating decisions, it must perform certain strategic governance oversight functions:

These include:

- > Setting the strategic direction of Vancouver Foundation and overseeing the operating framework for the organization;
- > Maintaining an awareness of trends that impact communities across BC, and opportunities to advocate for issues impacting communities in BC;
- > Ensuring compliance with, and periodically updating, the organization's Bylaws;
- > Approving the annual operating, capital, and granting budgets and ensuring the proper financial controls are in place;
- > Supporting and annually evaluating the CEO and overseeing processes pertaining to executive management;
- > Recruiting and acclimating members of the Board; and
- > Reviewing the performance of the Board annually.

To learn more about our Board of Directors, please visit our [website](#).

Compensation | Terms

Compensation

Directors do not receive remuneration for their participation on Vancouver Foundation's Board of Directors. The Foundation will, however, reimburse all Board- and Committee-related travel expenses.

Director Terms

Each Director is appointed to a three-year term commencing May 1st of whichever year they are appointed. Successful Directors may be eligible for a maximum of three, three-year terms.

Board Commitment

Director Expectations

Vancouver Foundation Directors are expected to attend all scheduled Board and Committee meetings and be active participants therein. Directors are also encouraged to attend additional Vancouver Foundation organizational- and community-related activities so that Directors gain a fulsome understanding of the work of the Foundation. The Foundation values Directors who are curious and willing to invest time in collective learning in service of advancing the Foundation's mission.

The following information identifies and briefly describes the estimated time commitment that one might expect when they become a Vancouver Foundation Director.

Meeting Schedule

Board Meetings

The location of the in-person Board meetings will be at Vancouver Foundation's offices, located at 1075 West Georgia Street, Vancouver, BC. The Board meeting schedule generally follows the same pattern every year. The Board meetings for 2026-2027 are as follows:

Wednesday, June 17th, 2026

Tuesday, September 29th, 2026

Wednesday, December 2nd, 2026

Wednesday, April 21st, 2027

Committee Meetings

The Committee meetings are virtually held over the course of the following weeks and vary in length (usually two to four hours):

Week of June 1st, 2026

Week of September 14th, 2026

Week of November 16th, 2026

Week of April 5th, 2027

Strategic Retreat

The strategic retreat is held on the Tuesday preceding the June Board meeting and is held onsite. In 2026 the retreat will be held on Tuesday, June 16th.

Who Can Apply?



Candidates must meet the eligibility criteria outlined in Vancouver Foundation's Bylaws. All recruitment practices will adhere to the requirements set out in the *Vancouver Foundation Act* and any other applicable legislation, as well as the Nominations & Appointments Policy.

1. A high standard of personal values and ethics, including integrity, accountability, commitment, and courage;
2. An ability to center the advancement of right relations with Indigenous communities;
3. A strong commitment and understanding of Justice, Equity, Diversity, and Inclusion (JEDI) principles;
4. Excellent business and professional judgement;
5. The ability to think strategically and problem solve;
6. Demonstrated mature and cooperative leadership;
7. A strong understanding of fiduciary duty;
8. Strong communication skills, including the ability to listen and speak their mind independently and respectfully;
9. Willingness and ability to commit the required time to the role, and actively participate in meetings and learning opportunities;
10. Share the Foundation's purpose and values, and demonstrate a willingness to act in the best interests of the Foundation at all times;
11. Demonstrate the ability to bring considerations of the root causes of complex systemic challenges (such as racism, climate change, finance, environmental, etc.) to Board deliberations;
12. Uphold the values of teamwork, demonstrating an ability to operate as "one team" at the Board level and speak with "one voice" once full discussion has been undertaken and a decision made by the Board; and
13. Have a strong commitment to, and reputation for, community engagement with the stakeholders the Foundation serves, specifically with voices on the margins.

Who Can Apply?

In addition to the requirements on page 5, the Nominations Sub-Committee seeks candidates with a broad range of perspectives and welcomes applicants with a mix and balance of the following:

- > Legal Experience
- > Institutional Investment Experience
- > Public and Government Relations Experience
- > Governance and Human Resources Experience

How Do I Submit an Application?

If you wish to submit an application, we would ask you to:

- > Include a statement of intent, outlining your perspectives, experiences, and expertise that will add to the Board's discussions and any Board Committees that you may be interested in joining
- > Share a copy of your updated resume
- > Submit your application to sarah.vanderploeg@vancouverfoundation.ca no later than midnight on February 13th, 2026.

The Nominations Sub-Committee will review applications and invite short listed candidates to attend a virtual interview during the weeks of March 9th or 16th, 2026. Interested candidates should ensure they are available on at least one of these dates to participate in an interview. The Nominations Sub-Committee will then recommend the selected candidates for appointment at the Board of Directors meetings on Wednesday, April 22nd, 2026.

We hope this information will clarify your obligations should you be selected as a member of our Board of Directors. If you have any questions, which are not answered in this Candidate Guide, or if you wish to learn more about Vancouver Foundation's governance structure, please contact the Senior Manager, Board & Committee Governance sarah.vanderploeg@vancouverfoundation.ca.



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