Migraine Canada – Board of Directors
Seeking Two Board Members with Legal and/or Fundraising Expertise

Organization
Migraine Canada

About Us

Migraine Canada is a national registered charity founded in 2018 and is dedicated to improving the lives of all Canadians living with migraine and other headache disorders. Our vision is for Canadians living with migraine and headache disorders to be diagnosed, treated and supported so their quality of life is optimized. We help those we serve through advocacy, awareness, education, research and support to achieve our vision.

Migraine is a neurological disorder that affects children, men, and women worldwide. It has a significant impact on the personal and professional lives of those who suffer from it. Migraine is stigmatized, underdiagnosed, and undertreated. We are a dedicated team committed to improving migraine care across the country. Many concrete actions could lead to better lives for those who are impacted by migraine.

Experts estimate that 15% of Canadians (5 million) live with migraine headaches. We strive to enrich the lives of individuals living with migraine and headache-related conditions and their families by providing a network of resources, sharing common experiences, learning together, and raising awareness in the broader community.

To learn more about the programs and services Migraine Canada provides, visit our website www.migrainecanada.org

We are seeking mission-aligned individuals who are passionate about improving the lives of Canadians living with migraine. We welcome applications from all qualified individuals interested in contributing to our work. **For this recruitment cycle, we are specifically seeking two candidates:**

Legal expertise: Experience or familiarity with Canadian federal charity regulations, non-profit governance, and/or privacy legislation (e.g., PIPEDA/HIA) would be a strong asset.

Fundraising expertise: Experience with diversifying revenue streams, including grants, corporate sponsorships, individual giving, fundraising campaigns such as Move for Migraine, and/or philanthropic networks

Industry - Healthcare

Position - Job Title: Volunteer Board of Director

Position Description

As a member of our Board of Directors, you will play a vital role in providing strategic oversight and guidance to the organization by setting its mission, making key decisions, ensuring financial stability, upholding legal compliance, and actively supporting fundraising efforts to

achieve Migraine Canada's goals, all while acting as a fiduciary to the organization and its stakeholders.

By doing so, you will contribute your expertise, insights, and passion to advance our mission and make a meaningful difference in the lives of those impacted with migraine and headache disorders.

Key Responsibilities:

- Strategic Planning: Participate in the development and implementation of the organization's strategic plan.
- Governance and Oversight: Ensure the organization's compliance with legal and ethical standards and maintain sound financial management.
- Fundraising and Resource Development: Actively participate in fundraising efforts and support resource development strategies.
- Governance-level fundraising (supporting staff-led campaigns, leveraging corporate networks, opening doors)
- Policy Development: Contribute to the development and review of organizational policies.
- Community Advocacy: Serve as an advocate for the organization and its mission within the community.
- Board Meetings: Attend and actively participate in regular board meetings and committee meetings.
- Fiduciary Responsibility: Uphold the organization's fiduciary responsibilities and act in its best interests.
- Evaluation: Participate in the evaluation of the executive director and the board as a whole.

Expectations of Individual Board Members

- Know the organization’s mission, policies, programs, and needs.
- Serve as active advocates and ambassadors for the organization and engage in identifying and securing the financial resources and partnerships necessary for Migraine Canada to advance its mission and collective purpose.
- Leverage connections, networks, and resources to develop collective action to achieve Migraine Canada’s mission.
- Responsible to read and understand the organization’s financial statements and board materials before meetings.’
- Prepare for, attend, and conscientiously participate in board meetings.
- Participate fully in one or more committees or task forces.
- Engage in learning opportunities to better understand the community your organization serves.
- Respect the experiences of all who bring their voices and lived experiences onto the board and into the boardroom and the organization.
- Honour our values.

Time Commitment:

- While terms are renewed annually at the AGM, there is expectation for people to have a vision of staying on for 2-3 years at minimum.
- Four board meetings per year, typically held quarterly.
- Participation and membership in a committee.

- Attend occasional fundraising and community events.

Expressions of Interest

To submit an expression of interest in a position on Migraine Canada's Board of Directors, please email executivedirector@migrainecanada.org including your resume and a brief cover letter sharing why you are interested in joining Migraine Canada's Board of Directors, what skills and abilities you feel are most exciting to share and what serving the migraine and headache community means to you.

The board of Migraine Canada is a volunteer board. Members are not paid and dedicate their time and expertise to support Migraine Canada and its mission and collective purpose.

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Our Commitment to Diversity, Equity, and Inclusion

We know that to achieve our goals, fulfill our mission, and realize our vision, we need to include individuals with perspectives drawn from a wide range of cultural and ethnic backgrounds, skill sets, areas of expertise, and lived experiences to help us avoid decision-making that could diminish the impact of our work.

We are publicly recruiting for board positions to ensure that we move beyond our immediate networks and honor our ongoing commitment to creating a board that is diverse in its composition, inclusive in its culture, and equity-focused in its approach to how it views its mission, its work, and the communities it serves.