

# Back to the Sea Society

## Director at Large, Volunteer Role Description

Back to  
the Sea

The current Board of the Back to the Sea Society is seeking passionate local citizens with a passion for community and marine education to join a volunteer team to lead the direction, oversight, governance, fundraising, growth and execution of the Back to the Sea Aquarium and all other related projects.

The Back to the Sea Society is non-profit organization that plans to obtain a charitable status. Its mission is to spark curiosity for local marine life and foster a sense of responsibility for the conservation of our ocean. This will be accomplished through live animal display, interpretation, direct action and inquiry based learning.

In conjunction with the Founder and Executive Director, the Board of Directors will oversee the organizational leadership necessary to establish a successful catch-and-release "mini aquarium". This model has been tried-and-tested in four BC locations and one Newfoundland location. The Back to the Sea Aquarium plans to open its doors in June 2020, however Board members must remain flexible and foresee that this date may change. In June 2018 we will be opening the Touch Tank Hut, a miniature marine interpretive centre on the Dartmouth waterfront. This pilot project will help determine our future permanent location.

As our team works together to establish the Back to the Sea Aquarium, all members will be contributing to a working board. That is to say, all Directors must be ready to take on the dual responsibility of governance and operations.

### **Responsibilities of all volunteer Directors of the Back to the Sea Aquarium include:**

- Ensuring the mission and vision of the Back to the Sea Society is upheld throughout all activities
- Ensure the sound financial well being of the society
- Help plan, forecast and monitor the Society's budget
- Work directly with the Executive Director of the organization in the execution of its mission
- Promote the Society's mission at all possible and appropriate opportunities
- Participate in major fundraising initiatives, foster fundraising relationships and draw on networks to support fundraising efforts when possible
- Attend Board meetings and the Annual General Meeting each year
- Creatively seek opportunities for partnerships with business, government, other non-profits and citizens
- Maintain clear communication through regular reporting via email, telecommunications and at meetings
- Support events and operations
- Support the strategic plan creation
- Ensure Board succession planning

### **Board Norms**

- Passionate about our ocean's future
- Prone to fun and play at work
- Supportive of the catch-and-release philosophy
- Supportive of the strong focus on hands-on, inquiry based learning
- Promotes an inclusive environment that encourages bright ideas and action
- Dedicated, hard workers with fulfilling lives
- Transparent, respectful and professional communications

## **Commitment**

- Two year term, renewable
- Weekly email communications and 48-hour response times from all board members
- Approximately 1-4 hours per week should be expected for board duties depending on season, events and cycles. Leading up to the opening, 4-8 hours can be expected.
- Attendance at all monthly meetings (in person or via phone/skype).
  - Meetings are currently held on the first Thursday of every month but the schedule is subject to change.
- Attendance at all important major events, such as opening day, the release party and major fundraisers.

Thank you for your interest in the Back to the Sea Society. To show your enthusiasm and commitment to joining the Back to the Sea Society Board of Directors, please send your resume, one reference, and a letter of intent outlining your interest in joining, skills you wish to apply or build while serving and your time availability.

We look forward to hearing from you!

Please send application to:

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