

CARE TO COLLABORATE?

OPPORTUNITIES

Board Positions

- Board of Director
- Treasurer
- Secretary
- Diversity Consultant

As a working board, we ask that you attend one board meeting a month and contribute to a committee. We ask for 5-10 hours a month of your time

Committees ([click for ToRs](#))

- [Awards](#)
- [Communications and Marketing](#)
- [Partnerships and Professional Development \(PPD\)](#)
- [Symposium and Events](#)

Some specific roles would appreciate assistance with including;

- Digital and social content
- Graphic Design
- Translations
- WordPress and website
- Information technology
- Strategist
- Annual programming

and more...

Are you interested in collaborating with us to improve Disaster Risk Reduction (DRR) in Canada?

As we enter our 20th anniversary year, we have many initiatives with opportunities for you to be involved.

- Are you engaged in the D&EM community?
- Do you like working with a diverse group of people?

CRHNet is committed to bringing together the DRR community to increase resiliency through the transfer of knowledge, the building of relationships, and the exchange of best practices and would welcome your contribution.



CRHNet

CANADIAN RISK &
HAZARDS NETWORK

BOARD OF DIRECTORS

POSITION DESCRIPTIONS

CRHNet's Board is a working board that strives to maintain forward momentum to execute our initiatives.

An estimate of the time committee is;

- Monthly board meeting - 1.5 hrs
- Monthly committee meeting - 1.5 hrs
- Work related to above meetings - 2-5 hrs

CURRENT OPPORTUNITIES

Board Secretary

The Secretary shall work closely with the President to ensure the proper management and maintenance of the Corporation's key documents.

The Secretary's main duties include:

- Plan for Board meetings and meetings of members;
- Record and administer the documents related to Board meetings and meetings of members;
- Be custodian of the Corporate Seal;
- Store and manage the Corporation's key files; and
- Guide the Board on procedural, systemic, or broad administrative practices.

Treasurer

The Treasurer is responsible for the finances and financial well-being of the Corporation.

The Treasurer's other duties shall include:

- Keep or oversee financial records, with assistance from a bookkeeper, as appropriate.
- Give regular reports to the Board and the Membership on the financial state of the Corporation.
- Chair the Corporation's Finance Committee.
- Act as a signing authority for the Corporation.
- Be responsible for the preparation of the annual budget and financial statements of the Corporation.

Directors At Large

Directors at Large - To assist or lead the Board's directed operations, initiatives, or programs.

The Board may appoint officers with specific portfolios including;

- Membership Director
- Partnership Director
- Website Director and
- Diversity Director

COMMITTEES

CRHNet operates the following committees that facilitate and execute our initiatives.

We welcome participation from our members on the following committees. If you are interested in more info, please let us know by emailing execdir@crhnet.ca.

Awards Committee

The CRHNet Awards Program is a national awards program established to recognize and honour exemplary individuals participating in and contributing to the study and practice of DRR and D&EM. The program is run by a standing committee of CRHNet members which reports to the Board. Awards are presented annually at the CRHNet Symposium or AGM and strives to;

- Recognize and highlight outstanding practices and initiatives in DRR.
- Profile noteworthy individuals and organizations for their work in the field of D&EM
- Offer inspiration, moral support, and encouragement to individuals working in disaster risk management, regardless of affiliation(s)

Communications and Marketing

CRHNet is committed to supporting and developing for professionals in the fields of DRR and D&EM.

The communications and marketing (C&M) committee is a standing committee of the CRHNet with the aim to enhance engagement and share information with members and the broader disaster and D&EM fields.

Annual Priorities

- Ongoing promotion of latest HazNet issue, with emails to members and promoting specific content/articles on social media
- Promote CRHNet and partner events through CRHNet social media channels
- Develop a plan intended to grow our online presence and proactive communication to members
- Deliver the web and social media plan
- Facilitate knowledge opportunities
- Explore new platforms and methods of creating a wider reach for our messaging.

.... and more

Partnerships and Professional Development (PPD)

CRHNet is committed to supporting and developing professionals in the fields of DRR and D&EM.

The PPD Committee is a standing committee of the CRHNet that exists to support work and initiatives that advance both people and the profession in the field of D&EM.

Annual Priorities

- Continue to improve member benefits with new programming, and the annual Symposium
- Conduct membership drive
- Secure symposium sponsorships
- Develop an event calendar and process to share partner initiatives
- Create webinar program themes, calendar and speakers for 2023 programming
- Deliver four engagements to support the execution of regular member engagements.

Symposium

CRHNet is committed to supporting and developing all professionals in the fields of DRR and D&EM. This is done in part through our annual Symposium,

The Symposium committee is a standing committee of the CRHNet with the aim to produce our annual event to promote, discuss, and improve DRR and resilience building through the exchange of information and ideas among our industry professionals.

Annual Priorities

- Deliver the Symposium on time and on budget
- Offer an innovative and informative agenda
- Facilitate the growth of a network through relationship-building
- Enable sponsors to engage attendees and showcase solutions
- Promote attendance to the symposium through marketing and social media
- Provide opportunities for emerging professionals to network and build relationships