

Building Homes Building Hope

Join Our Board of Directors



Habitat for Humanity®

Red Deer

Do you believe that the solid foundation of a home is something we all need to thrive? And that strong and stable families build strong and stable communities?

If so, Habitat for Humanity Red Deer needs your leadership! We're looking for new members to join our Board of Directors! Our mission is to bring Central Alberta communities together to help families build strength, stability and independence through affordable homeownership. Our charity is one of 46 affiliates belonging to the Habitat Canada Federation. We have a dynamic board and staff, well positioned for growth and achieving strategic objectives. Habitat Red Deer has been operating since 1994 and is a registered charity.

We are looking for:

- Leaders committed to advancing the cause of affordable homeownership
- Previous experience in board governance is desired
- Knowledge in at least one of the following areas: human resources, retail management, fund development, marketing, residential construction, governance, and strategic planning.
- A desire to help lend a hand-up to families in need

What you will gain:

- Gain hands-on experience in board governance and community leadership
- Skill development opportunities in strategic planning, non-profit governance, and community development
- Networking opportunities with other business leaders and stakeholders
- Learning and development through national Habitat for Humanity conferences and leadership forums
- A chance to make a real impact in Central Alberta communities through affordable housing.

Commitment:

- Attend seven board meetings per calendar year
- Serve on at least one board committee
- Commit to a minimum 3-year term
- Become informed and engaged in Habitat initiatives, planning and events.



everyone
can help build brighter futures



Why Join the Habitat Red Deer Board?

Real Affordable Housing Solutions: Affordable housing is an issue for all Canadians, and Habitat Red Deer is tackling the challenge head-on. Here is your chance to have a say about affordable housing in Red Deer and help get more families in the homes they need.

Join a winning organization! Habitat Red Deer is a leader among the Habitat Canada federation with an excellent reputation for its build program excellence, ReStore growth, innovative community partnerships, multiple donor relationships, responsible financial management practices and exceptional leadership. In 2024, we celebrate our 30th anniversary and building our 50th home in Central Alberta!

Track Record of Excellence: Habitat Red Deer has been recognized nationally as a top affiliate performer among the Habitat Canada Federation, having received an award for Optimal Performance. Locally, Habitat Red Deer was recognized by the Red Deer Chamber of Commerce as the 2021 Not for Profit of the Year.

Dedication to Helping Families Thrive: We partner with low-income, vulnerable families to give them a hand-up to help them achieve their dreams of affordable homeownership. We have served 60 families in our affordable homeownership program, and that number continues to grow with each home we build.

Gain Leadership, Governance & Community Development skills: We are a homebuilder, a retailer, fundraisers, event planners, social service professionals, financial leaders, and much more! Working and volunteering with Habitat Red Deer is dynamic, stimulating, and life-changing. There are endless opportunities to learn, grow, and give back, no matter your professional career track!

Proven, Experienced Leadership & Devoted Staff: Habitat Red Deer's CEO has over 30 years of experience in leading and managing in the non-profit sector. Our current board members are leaders in their respective fields, ranging from residential construction, financial management, insurance, risk management, legal, marketing and HR. Our employees are driven performers who are deeply connected to our mission and contribute daily in many ways to our incredible affiliate success and our 'one team' workplace culture.

everyone
can help build brighter futures



Board of Directors Terms of Reference

Basic Responsibilities

The Board of Directors is the legal authority for Habitat for Humanity Red Deer Region Society (HFHRD). As a member of the Board, Directors act in a position of trust for the community and are responsible for the effective governance of HFHRD. The Habitat Red Deer Board is a governance board with a maximum membership of 12 individuals.

Required Functions

- Commitment to the stated mission, goals and objectives of the Society.
- Participation and commitment to developing strategic and business plan goals in collaboration with the CEO.
- Knowledge and skills in one or more areas of Board Governance: policy, finance, programs, HR, fundraising and advocacy.
- Willingness to serve on Executive and Board committees as needed.
- Attendance at regular Board meetings and annual AGM.
- Attendance and support of HFHRD special events.
- Active participation in fundraising and advocacy initiatives.

Term of Service

Directors are elected by the membership at the Annual General Meeting. Directors serve a minimum three-year term and can serve a maximum of 3 consecutive terms.

Meetings

The Board of Directors meets seven times per year, excluding the months of February, July, August, and December. The AGM is held each year in May. Meetings are held at the HFHRD Admin office, located in Gasoline Alley.



Board of Directors Terms of Reference

Responsibilities of a Director

A Director must be fully informed on organizational matters and participates in the Board's deliberations and decision-making in matters of policy, finance, programs, HR, fundraising and advocacy. Specific responsibilities include but are not limited to:

- Approve, where appropriate, policy and other recommendations received from the Board, its standing committees and senior staff.
- Develop, implement and review all Board policies on a regular basis.
- Review the organization's bylaws and recommend changes in bylaws to the membership.
- Review the Board's governance structure, approve changes, and oversee board succession planning.
- Participate in the development of HFHRD's strategic & business plans
- Monitor the organization's finances and approve HFHRD annual budget.
- Be thoroughly informed on all decision-making processes and procedures by reviewing material presented in each board meeting package.
- Exercise independent judgement when voting.
- Approve the hiring and release of the CEO including the CEO's employment agreement, based on the recommendations of the Board Chair and Board HR Committee.
- Support and participate in supervising and evaluating the CEO as directed by the Board Chair.
- Assist in developing and maintaining positive relations among the Board, committees, staff members, and the community to enhance HFHRD's mission.
- Plays a key role in supporting fundraising activities with the expectation of making an annual donation to the organization.

BUSINESS ^{OF} THE YEAR
Awards 2021 ★★★★★
Winner, Not for Profit Category



everyone
can help build brighter futures

Board of Directors - Standing Committees



Audit and Finance Committee: This committee oversees the following functions: annual budgeting process and approval, annual audit, development of financial policies, financial forecasting and modelling pertaining to major build projects, financial reporting to the BOD, adherence to HFHC financial framework and other duties as contained in the Committee's terms of reference.



Family Services Committee: The FS Committee works with the CEO and FS staff to oversee the family selection process for Habitat homes, buyback approvals and process, provide advisory support on partner family matters, advisory support on mortgage models, and other family services policies as outlined in the Committee's terms of reference.



HR and Nominations Committee: This committee's main functions are to address all HR matters concerning the hiring, onboarding, evaluation and succession planning for the CEO position, including a regular review and update of the CEO employment agreement. It is also responsible for leading board succession planning in conjunction with the CEO, including prospecting, recruitment and onboarding of new board directors, along with other functions as outlined in the Committee's terms of reference.



Land and Build Committee: The Land & Build Committee's main responsibility is to provide direction and support to the CEO and Construction Supervisor with land acquisition, homebuilding projects, project management oversight, budgeting support, health and safety compliance and other matters related to homebuilding projects. The complete duties of the L&B committee are contained within the Committee's terms of reference.



Habitat Red Deer Frequently Asked Questions

Q What is Habitat Red Deer?

Habitat for Humanity Red Deer Region Society is a non-profit, charitable organization located in Red Deer, Alberta. We are dedicated to helping low-income, vulnerable families achieve the strength, stability, and self-reliance they need to build a better future through affordable housing. Working alongside Habitat Red Deer, families in need of decent and affordable housing have the opportunity to build and own their own homes.

Q What is Habitat for Humanity Red Deer's mission and vision?

Vision: A world where everyone has a decent place to live.

Mission: Habitat Red Deer brings Central Alberta communities together to help families build strength, stability, and independence through affordable homeownership.

Q Does Habitat for Humanity give away free houses?

Habitat for Humanity offers lower-income working families a hand-up, not a handout! Habitat Red Deer does not give away free houses but instead offers a homeownership program for low-income families geared toward their income. Selected families become Habitat Homeowners and repay a no-interest, no down-payment mortgage with monthly payments set at no more than 30% of the family's gross income. To become homeowners, families must meet eligibility criteria and contribute 500 volunteer hours through Habitat Red Deer and community volunteering.

Q How does Habitat for Humanity work?

Habitat Red Deer builds new homes with funding and community support, including donations of cash, materials and labour where possible. The homes are then sold to the selected family once their volunteer hours are complete, and they will repay an affordable mortgage carried by Habitat Red Deer. Mortgage payments received from families in the program are reinvested back into new homebuilding projects to serve even more families.

Q What is a Family Information Session?

Family Information Sessions are public events hosted by Habitat Red Deer where the community can learn more about our homeownership program and hear about our current or upcoming available homes. These sessions also allow interested families to understand the family selection process, ask questions, and submit a home application. (It is mandatory for all interested families to attend a Family Information Session before applying to our program.)

everyone
can help build brighter futures



Habitat Red Deer Frequently Asked Questions

Q How do I qualify for a Habitat Home?

Interested families must attend an Information Session and meet all the eligibility requirements to be considered for a home. Mandatory criteria to apply include: at least one adult in the home is currently employed full-time; the gross household income is between \$45,000-\$70,000; applicants must be Canadian citizens or Permanent Residents for 3 years; have an ability to repay a mortgage and other costs associated with owning and maintaining a home; demonstrate that they are in core housing need; have at least one dependent child in the home under 18 years of age; and have a willingness to partner with Habitat Red Deer (includes completing a criminal record check and completing 500 volunteer hours).

Q Why should I support Habitat for Humanity?

Decent shelter is something we all need to thrive, and with a little help we all have the potential to stand on our own. By supporting Habitat for Humanity, you are helping families achieve the strength, stability, and independence they need to create a better life for themselves and their families. We build homes throughout Central Alberta. To date, Habitat Red Deer has built a total of 50 homes in Blackfalds, Delburne, Lacombe, Red Deer, Sylvan Lake, and Three Hills. We continue to work towards building more Habitat homes in partnership with several municipalities. To increase our affordable housing supply, we require more sponsorships, volunteers, and donations from the community.

Q How can I donate to Habitat Red Deer?

Habitat Red Deer changes lives and builds better communities. Your donation is critical to the success of our home building program in the Central Alberta region. There are several ways to contribute – donations of goods, building materials, money, trades labour, and professional services are welcome. As a registered non-profit charity, your donations are eligible for a tax receipt. The gifts you give stay in Central Alberta to help local families and support the sustainability of our organization. To donate:

- Visit our website at www.habitatreddeer.ca.
- Call our ReStore donation line at 403-309-0998
- Contact our CEO, Karen Vavrek, for donation and partnership opportunities at karen.vavrek@habitatreddeer.ca

Q How do I volunteer at Habitat for Humanity Red Deer?

Every helping hand makes a difference! If you would like to volunteer with Habitat for Humanity Red Deer or learn about current volunteer opportunities we offer, please visit: habitatreddeer.ca or email info@habitatreddeer.ca for more information.

everyone
can help build brighter futures



Habitat Red Deer Frequently Asked Questions

Q What is the purpose of the ReStore?

The ReStore accepts donations of new or gently used household goods and building supplies. These items are sold to the public at discounted prices. Proceeds earned from the ReStore support our operations and projects. The ReStore is an environmentally friendly social enterprise, as the repurposing of previously owned goods reduces the number of items ending up in landfills. By donating items or purchasing merchandise at the ReStore, you are contributing to building new homes and helping to protect our environment.

Q How is Habitat for Humanity Red Deer governed?

Habitat for Humanity Canada is a membership-based organization of 46 affiliates who also operate 107 ReStores across Canada. Habitat Red Deer is a member affiliate duly incorporated and independently governed by an elected volunteer Board of Directors.

Q What are the powers of the Board?

The board has the power to elect officers, hold meetings, appoint standing committees, approve new board members, promote our programs, enact bylaws, and provides financial oversight of the affiliate. The Board takes all necessary steps to ensure the mission of Habitat Red Deer is carried out and is accountable to community stakeholders. Habitat Red Deer's BOD is a governance-based board.

Contact Habitat Red Deer CEO Karen Vavrek for more information.

✉ karen.vavrek@habitatreddeer.ca

☎ 403-309-6080 ext. 102

Visit us online
habitatreddeer.ca



@Habitat for Humanity Red Deer & ReStore



@HabitatForHumanityRedDeer



@Habitat For Humanity Red Deer Region



everyone
can help build brighter futures