

## **Wise Owl Day Care is receiving applications for their Board of Directors**

Wise Owl is a licensed child care centre, serving Pembroke and Renfrew County since 1981. Our program is a place where children thrive and develop a healthy understanding of themselves and their place in the world.

The daycare operates with a volunteer Board of Directors made up of parents and community members. Directors are voted in at our Annual General Meeting (AGM) in September, for a term of two (2) years. The main responsibilities of the Board include:

- Setting long-term goals (strategic & succession planning),
- Developing/approving policies and procedures,
- Financial planning/budgeting, and
- Ensuring the legal and regulatory obligations of the organization are met.

Qualifications of Board members:

- Board members must be at least 18 years of age;
- Board members must be in good standing in terms of fees and not in arrears to the day care;
- Board members must not be bankrupt at time of election or throughout their term;
- Board members must not be at the time of their election, and throughout their term of office, convicted of a criminal offence involving children in any manner, involving fraud in any manner, or which would render that individual unfit or inappropriate to act as a Director of the daycare; and
- Board members must not be an employee of the day care.

If this opportunity interests you, please forward your cover letter and resume to:

Board of Directors  
Wise Owl Day Care Centre  
151 Isabella St,  
Pembroke, ON K8A 5R9  
Email: [web@wiseowldaycare.ca](mailto:web@wiseowldaycare.ca)

Your cover letter and/or resume should indicate the following:

1. Your interest in joining the Wise Owl Board of Directors, with the intention of remaining on the board for a minimum of two (2) years.
2. Any previous experience working on a Board, or in a similar position.
3. Confirmation you are able to obtain a Vulnerable Sector Check.
4. A minimum of two (2) character references.

**Deadline for receiving applications is 5 p.m. on Friday, August 22<sup>th</sup>, 2025.**