

Hellenic Community of Vancouver Committees

Our mission is to create a great Hellenic Community and St. George Cathedral; a Community that cares about its members and parishioners, the greater community, our City, and to create opportunities for people to grow, contribute, and be part of a family.

HCV Committees focus on a particular topic that has an impact on our Community and its members. Through the expertise of its members, these groups advise the Board of Directors.

The generosity of our volunteers is essential in making our Community thrive.

To ensure that HCV Committees are representative of our entire community, we encourage members of all ages, genders, educational backgrounds, and work experience to apply. Appointees serve in their private capacities and are not representatives of any organization.

The description of each Committee includes its mandate, as well as its minimum expected time commitment. If you are interested in applying, please review the list of vacancies, eligibility requirements, and then submit your application online or at the Community office.

Eligibility requirements

The Hellenic Community of Vancouver is committed to serving the needs of all of its members. Committees were established in order to address the many aspects of Community life and to assist the Board of Directors in implementing effective policy and programming. The HCV's many Committees offer valuable volunteer opportunities to help shape policies and practices reflective of our membership. We encourage a broad cross-section of applicants that represent our rich diversity, including persons with disabilities and those of different ages, income levels, education, and work experience. Applicants must have been a member of the HCV for at least 6 months, or have a significant body of experience with the subject-matter of the Committee(s) they are applying to.

Criteria

Relevant experience or knowledge

Applicants must be able to demonstrate relevant experience or knowledge, abilities, and skills related to the mandate of the Committee.

Assets

Ability to speak Greek will be regarded as an asset.

Some knowledge of board governance and procedures will be regarded as an asset.

Time commitment

Applicants should be able to serve for the full term of the appointment which is generally until the end of current Board of Directors' term.

Time requirements vary among the Committees. Estimates of time demands are included in the description of each body. Please review these estimates to ensure that you have sufficient time to devote to the HCV.

Other criteria

Other application criteria which apply to each Committee is included in the descriptions.

Reappointments

Individuals who are presently members of a Committee and who have not served the maximum allowable number of terms (if such a limit exists) are eligible to reapply.

Remuneration

Successful candidates will serve as volunteers without remuneration.

How Appointments are Made

All appointments are reviewed and recommended by the Board of Directors, or a committee or body designated by the Board. The Board of Directors makes the final appointment.

Copies of all applications will be made available to the Board-appointed Committee Chair and each Director. Every person who is appointed will be notified as soon as possible. All applicants for any position will receive notification from the HCV Office listing the nominees who have been appointed.

Both the HCV Board and our members long for a greater sense of connectedness with their Community, and in how they engage and interact with it.

The purpose of clarifying and updating Committee terms of reference is to increase engagement and improve upon the many ways the Board connects with its members.

HCV Committees

There are four distinct spheres which will administer different areas of Community life. Each sphere is mandated to manage and support all the Committees in its respective realm. Above these spheres is the **Planning and Governance Group** which is tasked with administrating and supporting the 4 spheres, acting as the administrative liaison to the Board of Directors, and the facilitation of applications and applicants. Each Committee will report to their parent group, thereby streamlining and making the flow of information to the Board of Directors more efficient.

1. Development & Finance

2. People, Community & Culture

3. Operations & Facilities

4. Events & Entertainment

The HCV Board of Directors is calling for volunteers for the following Committees:

1. Development & Finance

a) Fundraising & Finance

Provides leadership in financial matters

Runs fundraising initiatives for both grassroots and major gifts

b) Long Term Planning

Investigates different channels for the long-term advancement of HCV assets, i.e., development of properties, expansion of buildings, etc.

c) Planned Giving

Provides guidance & advice to individuals/families wishing to leave a legacy gift.

d) Grants

Researches and applies for grants and subsidies

e) Cemetery

Responsible for the advertising and sale of HCV cemetery plots as well as maintenance of contractual obligations

f) Constitution

Responsible to propose a new constitution and bylaws, reflective of present-day Community-life

2. People, Community & Culture

a) Social

Enabling Community connections through social interactions

Responsible for smaller social, educational, cultural gatherings

Creates ideas on how the HCV could engage with its membership

Assists community members who are experiencing transition in their lives (hardship, seniors, family issues).

b) Church & Sunday School

Responsible to support Clergy and church staff, maintain the Church-facility, and

ensure that there is proper Board representation in the Narthex as well as helping to greet and usher parishioners

Administers the Sunday-School, including education and teachers

c) Greek School

Administers language instruction for Pre-K to Grade 7

d) Seniors

Advises The Board of Directors on matters that relate to seniors

Administers senior programming

- e) Children & Youth
*Advises The Board of Directors on matters that relate to children and youth
Administers youth programming, including ENA, GOYA, and HOPE & JOY youth groups, as well as ENOSIS Greek Dance*
- f) Family
*Advises The Board of Directors on matters that relate to families
Administers programming for families*
- g) Sport, Fitness & Wellbeing
Administers sport, fitness, and leisure programs for all ages
- h) Camp Met BC
To assist in fundraising, volunteer and camper sign up, and promotion
- j) President's Circle
A quarterly meeting of all former HCV President's and Vice-Presidents

3. Operations & Facilities

- a) Management & Sales
Oversees the administration of HCV operations and service
- b) People & Talent
 - i) Volunteerism (Sub-Committee)
*Responsible for the administration of volunteer opportunities both for those seeking to volunteer and those in need of volunteers
Implements and coordinates volunteer awards and thank you reception*
 - ii) Staffing (Sub-Committee)
*Oversees the administration of HCV staff
**note that Clergy remuneration, etc, is a separate matter not under the mandate of this committee*
- c) Maintenance & Facilities (Property Guardian)
Oversees the administration and upkeep of HCV facilities
- d) Marketing, Communications & Outreach
*Oversees public relations, inter/outer community relations, marketing, protocol
Supports the Board of Directors, Staff, and all other Committees with Communications Services*
- e) Membership and Administration (services, relations)
Responsible to maintain accurate membership records, promote the advancement of membership, recommend membership services

4. Events & Entertainment

a) Epiphany Day & Cross Dive

Organizes Bus to the Beach, media, T-shirts, prizes, crowd control, and Lunch afterwards.

b) Kathari Deftera

Organizes the annual potluck to begin Great Lent

c) March 25th Celebration

Coordinates the Greek Independence Day commemoration at the HCV

d) Food Festival

Organizes one of the largest fundraisers and cultural outreach events for the HCV

e) St. George Day

Coordinates an appropriate celebration for our Patron Saint (if close to Food Fest, then it could be rolled into an additional day).

f) Gold Plate Dinner

Coordinates, Organizes, and Executes the HCV's largest annual fundraiser

g) Greek Day

Liaises with Hellenic Canadian Congress of BC and coordinates HCV participation

h) New Year's Eve

Conceives and Executes annual New Year's Eve Dance

i) other major events as required/requested