



JOIN US!

2026 BURLINGTON COMMUNITY FOUNDATION (BCF) BOARD OF DIRECTORS & COMMITTEE NOMINATIONS (DUE FEB 20, 2026)

BCF is recruiting members to join its [Board of Directors and Committees](#) of the Board.

New members have an exciting opportunity to help advance the mission and strengths of the Foundation's work at a critical time in Burlington's history. With a [new strategic plan](#) (2025-2028) developed in 2025, the Board and Committees have a clear mandate to help shape the Foundation's impact in new and exciting ways, including mobilizing the Foundation's assets to deepen community impact.

The Foundation's priorities over the next 3 years are:

1. Inspire philanthropy in Burlington as our city's giving and generosity hub.
2. Mobilize Foundation assets to deepen community impact.
3. Deepen our commitment as a charitable thought leader by activating community around collective action (such as [Burlington's 2025 Vital Signs](#) reporting and through community convening events).

About The Burlington Community Foundation

Our Vision is "*An informed, engaged and generous community working together in support of a resilient and inclusive Burlington for all.*" We support this by serving as Burlington's giving and generosity hub, stewarding funds and connecting diverse people, ideas and resources.

As a registered charity established in 1999, BCF stewards more than \$27 million in philanthropic investment for the benefit of Burlington and communities across Canada. We're part of [Community Foundations of Canada](#) (CFC), the national network for Canada's 200+ community foundations which, combined, holds \$7 billion in resources and reaches 90 percent of the country's geography.

Our work takes place in three areas:

1. **Donor Services** – stewarding more than [130+ funds](#) on behalf of donors and charities.
2. **Community Impact** – [Making grants](#) from funds stewarded by BCF and through granting partnerships with various levels of governments, and the Community Foundations of Canada network.
3. **Community Leadership** – Connecting diverse people, ideas and resources through initiatives like [Burlington's 2025 Vital Signs](#) and participating in a wide array of local, regional and national conversations about the community sector and philanthropy.

Sharing Your Gifts

Board of Directors

Our Board's mandate is governance and works as a team. Each member has different experiences and skills. We are looking for the following skills and experiences to add to the existing Board's strengths.

- Expertise with community engagement or fund development
- Experience in the not for profit (NFP) sector or social innovation
- NFP governance
- Marketing and communications
- Investment expertise
- Accounting and finance acumen
- Lived experience not already represented at the Board table, as well as direct experience in the local Burlington community ideally

All Board members should have the following:

- 2-4 hours per month to dedicate to BCF.
- A commitment to advancing equity, diversity and inclusion in their personal and professional lives.

Board Details:

- 3-year term (renewable) – Board by-laws allow for the discretion to stagger Board terms to ensure succession.
- Available positions: 2-3.
- The Board meets 4-5 times annually; meetings are typically conducted in person in Burlington or in a hybrid format.

Board Committees

Our Board Committees report to the Board of Directors and are each chaired by a Board member. Each Committee has both Board and community members represented. Committee terms range from 2-3 years, and typically meet in person in Burlington or hybrid, approximately 2-5 times annually (depending on Committee mandate).

We are looking for the following skills and experiences to add to existing Committee strengths.

- **Nominating and Governance Committee:** Primarily responsible for overseeing BCF's governance structure, and Board/committee nominations.
 - Chair: Cathy Olsiak
 - 1 community position available
 - Key skills: governance, policy, legal

- **Community Leadership Committee:** Responsible for tracking the progress of BCF's strategic plan and evaluating social impact investment opportunities.
 - Chair: Tulika Majumdar
 - 2 community positions available
 - Key skills: community development, investment expertise, lived community experience locally in Burlington
- **Audit & Finance Committee:** Primarily responsible for overseeing the Foundation's financial statements, internal controls, and auditor performance.
 - Chair: Carlos Alvarez
 - 1 community position available
 - Key skills: accounting, finance, audit experience

Next Steps

Please share your interest by February 20, 2026, at 5PM.

We ask all applicants to answer these questions as part of their expression of interest:

1. Include the following subject line: *BCF Board/Committee Interest – XXX (Your name)*
2. Expressly specify your interest in the Board, or a specific Committee
3. Why are you interested in BCF's mission and its work?
4. Tell us what skills and experience you can contribute to the Board or Committee. See above for a list of current priority skillsets and backgrounds.

Submit your expression of interest by **February 20, 2026, at 5PM to**
Info@BurlingtonFoundation.org. You can use either of the following formats:

- 1-2 page **letter of interest**
- 3-5 minute **video recording** – an attachment or link
- Either of the submission formats must include your resume or Curriculum Vitae (CV)

Thank you for your time and interest in learning about a volunteer opportunity with Burlington Community Foundation. Selected applicants will be notified within eight weeks of the deadline and invited to participate in a discussion with the Nominating and Governance Committee. Selected candidates will then be brought forward as a slate of nominations at BCF's June 2026 Annual General Meeting.

If you have questions, or require support with your submission, please contact BCF CEO Megan Tregunno at MTregunno@BurlingtonFoundation.org or 905-639-0744 ext. 2.

www.BurlingtonFoundation.org