

Emerging Leaders Network (ELN) Co-Chair Role Description

*The ELN is looking for enterprising, inclusive leaders who are ready to take on a leadership opportunity and drive change within our region. We are currently recruiting for two (2) ELN Executive Committee Co-Chairs for a two (2) year term to lead the strategy and outcomes of the Emerging Leaders Network Executive Committee Team. If interested, **please fill out an [application](#) by 5:00 p.m. on June 28th, 2017.***

General Overview:

The CivicAction Leadership Foundation is built on the belief that there is nothing more important to the future of our communities than preparing those who will lead them, the CivicAction Leadership Foundation provides high impact leadership programs that open doors, minds & opportunities for young, emerging and under-represented leaders in the Greater Toronto & Hamilton Area (GTHA).

The Emerging Leaders Network (ELN) is one way we aim to achieve this goal.

The ELN was created to develop, connect, and activate the Greater Toronto and Hamilton Area's (GTHA) future leaders. By creating opportunity for thought-provoking dialogue, skills training and networking opportunities, the ELN helps build-up, plug-in, and galvanize action-oriented leaders to create a more connected, collaborative GTHA.

Created in 2006, the ELN is 900+ rising leaders strong (including more than 210 DiverseCity Fellows alumni) and represents a wide range of ethno-cultural backgrounds, communities, and sectors throughout the GTHA. In addition to monthly events focused on networking and skill-building, the ELN hosts an annual conference for rising leaders to explore and develop action-oriented solutions to the some of the region's most pressing civic issues.

ELN Governance Structure and Accountabilities

- The ELN is a volunteer-led initiative that works in partnership with CivicAction's Leadership Foundation staff to implement strategies and tactics to further the GTHA's civic leadership pipeline and give rising leaders a voice on city-building topics.
- The ELN is led by **two (2) co-chairs** who provide leadership to the volunteer team made up of roughly 5-7 executive committee members.
- The co-chairs and executive committee members represent the views of rising GTHA leaders on various committees, including the [CivicAction Board of Directors](#).

ELN Co-Chair Responsibilities

- Work with CivicAction's Leadership Foundation staff to support the development and implementation of ELN's strategic agenda and work plan for the coming 2 years, while building a diverse, integrated and engaged network
- Determine executive structure and recruit executive committee of volunteers to support required work

- Provide ongoing coaching and leadership development support to individual ELN executive committee members and to the executive committee team as a whole
- Represent ELN members as an ex-officio member of the CivicAction Board of Directors for a one-year term (one year per co-chair)
- Support the identification of resources and partners to collaborate in driving action and change throughout the region – particularly in building a more regional presence for the ELN and diverse representation of the ELN
- Support and be engaged in ELN communications planning and activities

What's in it for you?

- Opportunity to lead a highly talented, diverse team of rising leaders towards a shared vision and shared outcomes
- Leadership development in a high profile organization that drives action & change
- Access to exclusive CivicAction events, influencers and leaders (including the CivicAction Board of Directors)
- Ability to influence and impact social issues facing our region
- Recognition for your contributions to city-building through CivicAction's promotional efforts and social media channels

Time Commitment:

Throughout the course of the term, ELN Co-Chairs will need to commit to the following:

- Bi-Weekly meetings with the CivicAction Leadership Foundation team
- Quarterly meetings with CivicAction's Chief Executive Officer
- Quarterly CivicAction Board of Directors meetings (including one full-day retreat)
- Regular ELN Executive Committee meetings (schedule to be determined by the co-chairs)
- Regular attendance at both CivicAction and ELN events & activities (mostly evening/after-hours with some weekend events – often located in the downtown Toronto core)
- Adhoc mentorship and support to new members (i.e. coffee meetings)

***refer to Sample Commitment Calendar for more context**

If you have any questions, please contact toota.hassanien@civicaaction.ca. We look forward to receiving your application!