

## Volunteer Board Member Opportunity Punjabi Community Health Services (PCHS) Two (2) Positions Available

### About PCHS:

For over 35 years, Punjabi Community Health Services (PCHS) has been a pioneering, community-based, charitable organization serving Punjabi-speaking and diverse, equity-seeking populations. PCHS provides culturally responsive services in:

- Mental Health & Addictions
- Senior Care & Caregiver Support
- Health Promotion & Prevention
- Domestic Violence & Family Support
- Parenting & Youth Services
- Homelessness Prevention Support
- Newcomer Settlement

PCHS is recognized for its innovative Integrated Holistic Service Delivery Model and is accredited by:

- Commission on Accreditation of Rehabilitation Facilities (CARF International)
- Imagine Canada

This is an opportunity to contribute to an organization shaping community health outcomes across culturally diverse communities.

### Role of a Board Member

As a Volunteer Board Member, you will provide strategic oversight and governance leadership to ensure PCHS achieves its mission, sustains funding, and strengthens community impact.

### Key Responsibilities

- Provide strategic leadership and governance oversight
- Attend monthly Board meetings (third Wednesday, 6:00–8:00 p.m., virtual or in-person)
- Participate in the annual all-day Board Retreat
- Attend key events:
  - Annual General Meeting (September)
  - Friends of PCHS (late November/early December)
  - International Women's Day Gala (March)
- Participate in CARF accreditation surveys (every three years)
- Serve on a committee (4–6 virtual meetings annually)

### General Expectations

- Attend at least 75% of Board meetings
- Review agendas and materials in advance
- Understand PCHS programs, policies, and financial oversight responsibilities
- Ensure the prudent use of all organizational assets, including financial resources and goodwill.
- Participate in governance education and Board performance assessment
- Act as an ambassador for PCHS

- Support fundraising efforts and share networks to expand donor engagement

This is not an operational role. It is a governance role that requires strategic thinking, accountability, and a commitment to community impact.

### Who Should Apply?

We welcome applicants with experience in:

- Governance and policy
- Finance and audit
- Healthcare or mental health systems, including health promotion and prevention
- Legal, risk management, or compliance
- Fundraising and philanthropy
- Community leadership

Individuals who are passionate about health equity and culturally responsive care are strongly encouraged to apply.

### Application Process

Interested candidates are invited to submit their resume to the Nomination Committee at: [hr@pchs4u.com](mailto:hr@pchs4u.com) by **March 05, 2026**.

The Committee, led by Board Chair Arshdeep Phagoora, will interview selected candidates.

For more information, including Annual Reports and Financial Statements, please visit: <http://www.pchs4u.com>

If you are ready to contribute your leadership to a respected, accredited, and growing community organization, we encourage you to apply. Strong governance builds strong community outcomes.

**Equity, Diversity, Inclusion Statement:** PCHS is committed to diversity in its workplaces and welcomes applications from all visible minority groups, women, Aboriginal persons, 2SLGBTQ, persons with disabilities, among other self-identified diverse groups. We also provide accessible employment practices that comply with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for a disability during any stage of the recruitment process, please notify Human Resources at [hr@pchs4u.com](mailto:hr@pchs4u.com)

**Use of AI:** We use an applicant tracking system (ATS) to organize applications and improve efficiency. Every application is comprehensively reviewed by our recruitment team to ensure a thorough assessment of your experience, skills, and potential. AI is not used to make hiring decisions.

**Disclaimer:** PCHS only posts jobs on verified platforms and **never** requires candidates to pay fees. To apply safely, please send your resume directly to [hr@pchs4u.com](mailto:hr@pchs4u.com). Do not submit personal information through any other website or link.