

Where Ability Meets Opportunity

At EmployAbilities, it is our mission to provide specialized services to individuals with disabilities or barriers to employment by creating opportunities for skill development, education, and employment.

We envision an inclusive society where all people are valued, respected, and have the opportunity to work to their full potential.

Since 1974, we have served people with disabilities, barriers to employment, and employers, and acted as a voice of community advocacy. Experience and passion have fueled our leadership in developing programs, services, and resources that increase the economic participation and empowerment of people with disabilities and individuals with barriers to employment. Our services are not about entitlement or compromise, but inclusion and opportunity.

Volunteer Board Position- Finance Committee

EmployAbilities is looking to recruit a new **volunteer** board member to serve on the board of directors to provide governance to our charitable non-profit organization moving forward. We're specifically looking for someone to fill the crucial role of Finance committee, providing vital financial governance as we continue to grow and serve our community.

As a member of the finance committee you'll play a key role in ensuring the financial well-being and compliance of EmployAbilities. Your expertise will directly contribute to our mission and impact.

Key Responsibilities:

- Oversee financial health of the organization and ensure compliance with applicable regulations
- Review and recommend the annual operational budget to the board
- Review regular financial reports to the Board of Directors
- Oversee financial policies and internal controls
- Support strategic financial decision-making to advance EmployAbilities' goals
- Ensure timely filing of annual reports, audits, and tax returns

Qualifications:

- Experience in finance and accounting
- CPA designation
- Familiarity with non-profit financial management and reporting
- Strong attention to detail and integrity
- Excellent communication and organizational skills
- Commitment to the mission and values of EmployAbilities
- Three-years prior board or committee experience in required

The board meets nine times per year for approx. 120 minutes per meeting. Meetings are held on the last Wednesday of every other month at 5pm at the head office in Edmonton at 402, 10909 Jasper Avenue (supper is

Job Posting

provided). The new board members would need to have an interest in supporting individuals with disabilities and barriers in finding employment across Edmonton and North Central Alberta.

EmployAbilities have been providing employment supports for over 50 years in Alberta to persons with disabilities and barriers to employment. EmployAbilities employs 60 staff with an annual budget of approximately 6 million dollars. EmployAbilities is a provincial organization currently providing services and programs in 10 communities in Alberta. Programs and services are focused on education, job skills and job development.

How to Apply

Please submit your complete resume and cover letter to: Jason Loewer, (executive director) jasonl@employabilities.ab.ca
In the subject line, please indicate Volunteer Board Position.

The deadline for submission is October 10, 2025.

EmployAbilities is an equal opportunity employer, and we are committed to increasing diversity and inclusion in our workforce and in our organizational practices. We encourage candidates of all backgrounds and experiences to apply.

If you require accommodations at any time during the recruitment phase include that information in your application.