



Manotick Village Community Association (MVCA)

Position: Director at Large

Reports to: President & Board of MVCA

Job Overview: Assists the Board of Directors as identified by and at the request of the President of the Board. May take on special projects or Directorships as required from time to time by the Board of Directors and President.

Term: Two years with extensions approved by the President and the Board

Qualifications: Resident of Manotick, Member in good standing of the Manotick Village & Community Association, each Director shall be 18 or more years of age

Appointment: Appointed by the Board of Directors

Responsibilities and Duties:

- Attend monthly MVCA Board meetings, AGM and other functions as required
- Is a voting member of the Board
- Assist the Board of Directors upon the request of the President with any task as required