

**Board Member Position Description**  
**Oak Ridges Trail Association**  
**January 2024**

The Oak Ridges Trail Association (ORTA) is a volunteer-based charitable hiking organization with a mandate to build and maintain a public hiking trail system on the Oak Ridges Moraine, off-road where possible. Additionally, our mandate charges us with the responsibility of protecting the integrity of the moraine through trail development, maintenance, and increased awareness.

The Oak Ridges Trail stretches along the Oak Ridges Moraine from Albion Hills in the west to the Northumberland Forest in the east.

Are hiking and outdoor activities along the Oak Ridges moraine important to you? Do you have leadership experience? Do you want to contribute and volunteer on the ORTA Board?

**Specific Responsibilities:**

1. Review Board meeting agenda packages in advance of meetings
2. Attend Board and annual general meetings (bi-monthly Board meetings and AGM)
3. Engage in Board meetings actively
4. Fully support the association's goals and be an ambassador for the association
5. Assist in leading a project or additional committee work such as the nominating committee, trail liaison, newsletter, volunteer coordination, website, and fundraising

**Qualifications:**

1. Experience actively participating in helping to move an organization/employer or volunteer organization forward with its goals/mission. The Board will develop long-range goals and Board members must be willing to also actively participate in helping the organization reach those goals. Members must be willing to take on responsibilities to accomplish goals and move the Association forward.
2. An enthusiastic individual who is familiar with the Oak Ridges Trail.
3. An ORTA member in good standing.

**Time Commitment:**

One-year term with an opportunity for renewal and approximately four hours per month.

If required, Board meetings can be held virtually, while the annual general meeting will be held in person.

## **Application process**

ORTA needs active and engaged Board members who are willing to help the organization reach its goals. Please send an introductory email to [Wilma Millage, Past President](mailto:Wilma.Millage.Past.President@oakridgestrail.org) at [past-pres@oakridgestrail.org](mailto:past-pres@oakridgestrail.org) by March 31, 2024. In this email, please provide 1) why you are interested in this role and; 2) a short response to each of the qualifications noted above.