



## **Herbert H. Carnegie Future ACES Foundation**

### **Volunteer Board Member - Treasurer**

The Herbert H. Carnegie Future ACES Foundation (the “Foundation”) was founded by Herb Carnegie, a world-class professional hockey player who was denied the opportunity to play in the NHL due to racial discrimination. In response, he created the Future ACES Foundation in 1987 to inspire and empower youth in his hometown of Toronto. Since then, our programs have reached over 100,000 students across Ontario, offering motivational presentations, workshops, and scholarships for students who demonstrate leadership and community service. Our mission is to inspire and empower youth to positively impact society and reach their full potential.

For more information about the Herbert H. Carnegie Future ACES Foundation, please visit [www.futureaces.org](http://www.futureaces.org).

### **Join Us at a Pivotal Moment:**

The Herbert H. Carnegie Future ACES Foundation is entering an exciting new chapter with the launch of our 5-year strategic plan. As a Volunteer Board Member - Treasurer, you will play a key role in shaping the financial future of a dynamic, impactful non-profit dedicated to empowering youth and fostering exemplary citizenship across Ontario.

### **Our Board**

The Board consists of 13 volunteer Board Members, who are an active and engaged governing body that provides oversight and strategic recommendations for the Foundation and also plays a hands-on role in its operations. This means that our Board is a Working Board.

A Board Member has three core responsibilities:

- Fiduciary responsibility: Legal responsibilities of the Board in guiding the Foundation
- Strategic responsibility: Decisions about the use of resources, programs and services
- Generative responsibility: Development of new ideas in line with the core values



Board Members often contribute their expertise, resources and time to directly support key initiatives, engage with staff, facilitate funding opportunities and help implement decisions.

### **About the Volunteer Opportunity:**

We are seeking a candidate to join our Board of Directors as the Treasurer. This unpaid volunteer role where you will be part of an active, hands-on Board of Directors, providing strategic oversight and direct support to the Foundation's operations. You will be supported by an experienced finance member with deep legacy knowledge, who has helped build the Foundation's financial foundations and will ensure a smooth transition and ongoing guidance.

### **Key Treasurer Responsibilities:**

- Oversee all financial administration, including accounting, budgeting, reporting, and safeguarding assets
- Responsible for oversight of volunteer support resources and management of the contracted bookkeeper relationship.
- Ensure robust financial policies and controls are in place including safeguard passwords and account access
- Act as liaison between the Foundation's auditor and Board for annual audits
- Review invoices and serve as a signing authority for banking
- Provide monthly financial updates to the Board
- Shared responsibilities between Chair and Treasure to monitor and oversee expenditures in alignment with Ministry of Education budgets
- Ensure Revenue Canada and tax reporting are current and accurate
- Create and lead a Finance Committee, fostering collaboration and best practices
- Facilitate monthly Finance Committee meetings with the Foundation's Bookkeeper

### **What We're Looking For**

We are seeking a dynamic and motivated professional with **15+ years of experience in finance, accounting or related fields** to join our Board.



- Strong accounting and finance technical expertise combined with strategic capabilities in financial planning, risk management, and resource allocation.
- Preference for candidates with an accounting designation (CPA) or working towards one
- Experience managing projects or teams of five or more
- Prior volunteer experience (ideally with committee or chairing responsibilities)
- Comfortable with technology and collaborative tools (e.g., Microsoft Teams, cloud accounting, general payroll, Quickbooks software, etc.)
- Demonstrated interest in the finance space and commitment to the Foundation's mission

## **Commitment**

- Approximately 10 hours per month
- Attend monthly Board and Committee meetings (virtual or in-person)
- One-year term, renewable (with preference for a 2-year commitment)

## **How to Apply**

Submit your resume and a brief statement of interest outlining your relevant experience and passion for our mission to [info@futureaces.org](mailto:info@futureaces.org) (subject line: **Board Member – Treasurer**).

The Herbert H. Carnegie Future Aces Foundation values diversity, equity, and inclusion and encourages applicants from all backgrounds, including underrepresented and equity-seeking communities. Please advise if you require any accommodation to ensure you will be interviewed in a fair and equitable manner.

Closing Date: September 18, 2026