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**Board of Directors – Governance  
Volunteer Job Posting**

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Position Status: Board Director, Volunteer, Director, Governance  
Hours: 2-4 hours/month  
Start Date: September 16, 2026, or negotiable

Community Justice Initiatives is seeking a volunteer Board Director with significant experience in nonprofit or corporate governance to help steward one of Canada's leading restorative justice organizations. Familiarity with restorative justice, community justice, or systems change is a strong asset, but demonstrated governance expertise is the primary qualification.

**Overview:**

For over 40 years, Community Justice Initiatives has offered restorative justice programs in Waterloo Region and across Ontario. Our mission is to mobilize restorative justice alongside the community to meet healing, justice, and safety needs across the continuums of harm, conflict, crime, and wrongdoing.

CJI's Board of Directors is responsible for the organization's stewardship and for overseeing the management of its business and affairs. The Board acts honestly, in good faith, and in the best interests of CJI. Its responsibilities include guiding strategic direction, evaluating the performance of the Executive Director, monitoring financial results, and ensuring accountability to participants, members, funders, partners, and employees. The Board is composed of independent directors.

As a restorative justice organization rooted in Kitchener-Waterloo, CJI works alongside people impacted by harm, crime, and conflict to create space for accountability, healing, and transformation. Board members play a vital role in advancing our mission, shaping strategy, and upholding our commitment to equity and dignity. Members contribute approximately 2–4 hours per month, including monthly Board meetings and committee participation. Our current Board includes community members from education, research, criminal courts, social services, and the private sector.

## Scope of Position:

We are currently seeking individuals who have a background in not-for-profit board governance to join the Board and serve on our Governance Committee. The ideal candidate would have experience with:

Champion governance excellence by supporting continuous improvement of the Board's policies, practices, and decision-making.

- Provide expertise on board roles and responsibilities, fiduciary oversight, ethical governance, and nonprofit governance best practices.
- Support the regular review and modernization of governance policies, bylaws, and Board processes.
- Help ensure that the Board operates in alignment with legal, regulatory, and governance requirements.
- Contribute to Board succession planning, recruitment, orientation, and ongoing director development.
- Support effective Board evaluation and continuous improvement initiatives.
- Serve as a resource to the Board Chair and Governance Committee on governance matters.
- Participate fully in Board discussions, strategic planning, financial oversight, and organizational decision-making as an engaged director.
- Bring an appreciation for restorative justice principles and support the organization's mission, vision, and values in Board deliberations.

A strong commitment to restorative justice and to anti-racist, anti-oppressive values is essential. Prior Board experience is considered an asset.

If you believe in restorative justice and want to help shape the future of justice in our community, we invite you to consider this opportunity.

Please forward your application/letter of intent to [boardapplications@cjiwr.com](mailto:boardapplications@cjiwr.com)

*We thank all applicants for their interest, however, only those selected for an interview will be contacted. We welcome applications from those with lived experience of the justice system.*



## **CJI Board of Directors Application**

### **MISSION**

***“To inspire safe, healthy and peaceful communities, one resolution at a time.”***

### **VISION**

***“We envision connected, peaceful communities where all conflict is resolved in a restorative way.”***

Community Justice Initiatives (CJI) is a community-based organization whose programs are founded on the principles of restorative justice. Since 1974, CJI has been a leader in initiating services for individuals affected by crime, harm and conflict. Their work is accomplished by a core group of staff and a large number of trained volunteers.

CJI’s mission is to seek peaceful solutions for safer communities through support, education and reconciliation.

CJI seeks to:

- Foster restorative justice principles through accountability, acknowledgement, redress, and reconciliation in situations of conflict or harm.
- Respond to the emotional, physical and/or financial needs experienced by victims of crime
- Promote and encourage respect and reconciliation among individuals and groups who have experience a breakdown in communication
- Include, value and empower all persons equally
- Educate the community about mediation, reconciliation and sexual trauma

The Board of Directors at CJI is drawn from the community. The term of office is for two years and can be renewed twice for a total of six years before a break in service is mandated. We review applications for directors in April and May and confirm our new Board of Directors at our Annual General Meeting each fall. We are pleased to accept applications at any time of year. We seek diversity and encourage anyone who shares the values of restorative justice to consider becoming a part of our board.

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Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: (H) \_\_\_\_\_

(Cell) \_\_\_\_\_



E-mail: \_\_\_\_\_

Professional Position/Title: \_\_\_\_\_

**To help us assess your potential contribution to the CJI Board, please complete the following:**

1. Why would you like to be a CJI Board Member?
  
  
  
  
  
  
  
  
  
  
2. How much time can you give?
  
  
  
  
  
  
  
  
  
  
3. What aspects of your work experience, skills and interests do you feel would be assets to the CJI Board and/or organization?
  
  
  
  
  
  
  
  
  
  
4. List some of your other volunteer activities. What motivates you as a volunteer?
  
  
  
  
  
  
  
  
  
  
5. What do you expect from the senior staff of an organization on whose board you serve?
  
  
  
  
  
  
  
  
  
  
6. What personal aspirations will be enhanced by service on our board?



7. As you think about the three primary board roles – ambassador, advisor, and asker, in which role would you like to be most active?

**Note:** Please attach a copy of your personal or professional resume to this application form.

**References:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Please return your completed profile form to:

E-mail: [boardapplications@cjiwr.com](mailto:boardapplications@cjiwr.com)

Website: [www.cjiwr.com](http://www.cjiwr.com)

***Thank you for your interest in joining CJI as a volunteer Board Member.***