

HYTES Volunteer Position: Legal Advisor

RESPONSIBILITIES

- To provide guidance and advice to the HYTES Board of Directors regarding any legal matters that may arise. Duties may include reviewing the wording in contracts and memoranda of agreement; offering recommendations to limit Board risk and liability; ensuring HYTES' policies are aligned with regulations for charitable organizations as per the Canada Revenue Agency, etc.

QUALIFICATIONS

A law degree and admission to the bar is preferred; however, advanced-level law students will also be considered. Experience in the international arena and/or working with non-profit, non-governmental organizations would be considered an asset.

ORIENTATION

An overall orientation to HYTES will be provided upon acceptance of volunteer position. Any relevant additional information will be supplied as required by the HYTES Board of Directors.

TIME AND PLACE OF WORK

The HYTES Legal Advisor will agree to be contacted by the Board of Directors on an ongoing basis, as need for legal guidance arises.

COMMITMENT

To fulfil this HYTES volunteer role, you will be expected to provide support to the HYTES Board of Directors on an ad hoc basis for a minimum of one year. In addition to 1-2 hours for initial orientation, an estimated time of 3-4 hours per quarter would be expected.

HOW TO APPLY

Please email your expression of interest in this volunteer position, and confirmation that you agree to the duration/time commitment and all other parameters outlined above, to: volunteer@hytes.org Thank you very much!!