



## PINE RIVER INSTITUTE

### Volunteer Opportunity: Board of Directors (Accounting Background)

#### Call for Applications

**Pine River Institute (PRI) is seeking a passionate, strategic, and community-minded individual to join our Board of Directors. At this time, we are seeking a candidate with strong financial acumen to support the Board's oversight and fiduciary responsibilities. This is an exciting opportunity to contribute your leadership and expertise to help advance our mission and guide our organization into its next chapter.**

Qualifications and experience:

- A Chartered Accountant (CA), Certified General Accountant (CGA), Certified Management Accountant (CMA), Chartered Financial Analyst (CFA), or Chartered Professional Accountant (CPA) designation.
- 5+ years of experience in a senior financial role, ideally in a not-for-profit or healthcare setting.
- Strong understanding of financial governance, strategic planning, and risk management.
- A commitment to PRI's mission and values, with a passion for supporting youth mental health, addictions and well-being.

#### Who We Are

Pine River Institute (PRI) is a recognized leader in providing comprehensive mental health and addiction services for youth. We offer a live-in treatment program for adolescents from across Ontario (13-19) who are struggling with addictive behaviors and, frequently, other mental health concerns. Additionally, through our Centre for Family Initiatives (CFI), we provide a parent education program, training for youth service clinicians as well as an outpatient program in Toronto for adolescents post hospitalization or emergency room contacts due to mental health or substance use issues.

PRI is an accredited agency (Accreditation Canada). We receive funding for our core live-in treatment program from the Ontario Ministry of Health via Ontario Health.

We believe in a holistic approach that addresses the physical, mental, and emotional well-being of youth, and we work tirelessly to help young people build the resilience and skills needed for a successful life.

As a Board member, you will have the opportunity to support our mission, shape strategic decisions, and help ensure the continued success of our programs.

## PRI Board Structure

A volunteer [Board of Directors](#) governs Pine River Institute.

The Board of Directors is responsible for the overall governance and strategic direction of Pine River Institute. The Board works closely with the executive leadership team to oversee the organization's mission, values, financial health, and long-term goals.

Board members are expected to attend regular meetings, participate in committee work, and contribute to the overall strategic planning of the Institute. The Board is composed of individuals with diverse professional backgrounds, including business, finance, law, and healthcare, ensuring a well-rounded approach to governance.

## Term and Time Commitment

**Term:** Board members serve for a term of 3 years, with the possibility of renewal up to a total of 9 years.

**Time Commitment:** We ask that Board members commit to approximately 3-4 hours per quarter. This includes attendance at quarterly Board meetings (scheduled in March, June, September and December), participation in committee work, and occasional involvement in special events or initiatives.

One Board meeting per year is typically held in person at the PRI campus in Mulmur, Ontario, providing an opportunity to connect more deeply with the organization's work on the ground. The remaining meetings are offered in a hybrid format from our office in downtown Toronto, with the option to attend virtually or in person.

Each Board member is required to serve on two Board Committees in addition to attending the Board meetings. Our standing committees are:

### Governance Committee

- Develop and recommend PRI's approach to good governance and governance framework.
- Support and oversee Board Member recruitment and lead processes to evaluate the effectiveness of the Board, committees and individual board members.

### Risk Management & Audit Committee

- Receive the annual financial audit report and follow-up on any recommendations
- Review the risk registry and make recommendations to the Board and/or management regarding new, emerging or serious risks to the organization including financial, asset or reputational risks.

### Finance & Facilities Committee

- Consider issues related to resource allocations and facilities including ensuring that PRI's financial processes and systems are effective.
- Monitor the financial position of the organization throughout the fiscal year
- Review and recommend to the Board for approval a detailed annual capital expenditures budget and the operational budget for each fiscal year.

### **Human Resources Committee**

- Receive and review HR strategy, including succession planning, staff recruitment, and staff retention to ensure that PRI is a top employer in its sector.
- Make recommendations on PRI's compliance with legislative requirements in areas dealing with human resources management.

### **Public Policy Committee**

- Work with the CEO on developing appropriate PRI public positioning, advocacy and thought leadership initiatives concerning existing or emerging public or social policy issues of interest to PRI.
- Help monitor issues regarding the provision, organization, or funding of care to adolescents with addictive behaviours and other mental health issues.

### **Research Advisory Committee**

- Receive and review an annual research plan for PRI while monitoring implementation of the current research plan and making appropriate recommendations to the Board on future research interests.

## **Applications**

***Please note:*** In alignment with our commitment to diversity, equity and inclusion (DEI), we encourage applicants from historically under-represented groups to apply. We value the contributions of individuals with diverse experiences, identities, and perspectives, as they enrich our work and enable us to better serve the communities we support.

If you are interested in this opportunity to make a lasting impact on the lives of youth in Ontario, please send your resume together with a cover letter outlining your interest in the position and why you would be a good fit for our Board of Directors.

**Application Deadline:** May 31, 2025

**Please submit applications to:** [info@pineriverinstitute.com](mailto:info@pineriverinstitute.com)

For more information on Pine River's programs and treatment philosophy, visit our website at: [www.pineriverinstitute.com](http://www.pineriverinstitute.com)