



Call for Board Members

Ottawa Pastoral Counselling Centre (OPC)

The Ottawa Pastoral Counselling Centre (OPC), one of the five Community Ministries of the Anglican Diocese of Ottawa, seeks two dedicated individuals to join its Management Board.

Located in the Bronson Centre in downtown Ottawa, the OPC has offered psychotherapy and pastoral counselling services for more than 50 years. We provide professional, affordable, and timely support to individuals, couples, families, and teens, grounded in dignity, compassion, and respect for all faiths and backgrounds. The counsellors at the OPC honour the spirituality of every person, whether they are Christian, religious, spiritual, agnostic or atheist.

For more about our work and impact, visit theopc.ca.

Our Mission

The OPC provides psychotherapy, pastoral counselling, professional support, and referral services that affirm the dignity and self-worth of all people.

Our Vision

Every person can access psychotherapy and professional pastoral counselling to address issues related to human wellness and healing.

Guiding Principles

- To serve people from all walks of life and faiths.
- Delivery of professional, affordable and timely services by pursuing the highest standards of excellence through the clinical supervision and training of our staff.
- Creation of a safe, non-judgemental space for clients as they move toward healing and wholeness.
- Commitment to being a leader in the promotion and delivery of mental health and wellness services.
- Our operations and services fulfill the standards and practices set out by the [College of Registered Psychotherapists of Ontario \(CRPO\)](http://www.crpso.org) and the Anglican Diocese of Ottawa.

Board Member Profile

We are committed to building a diverse, inclusive, and equitable Board. Applications from individuals with a variety of life experiences, professional backgrounds, and community

perspectives are strongly encouraged. These positions require a deep commitment to – and understanding of – the mission, vision, and values of the OPC.

To ensure a well-rounded and effective Management Board, we are seeking individuals with experience in the following areas:

- Event planning & Communication
- Fundraising and development
- Information technology (IT)
- Community leadership and connectivity
- Financial/accounting
- Risk management
- Human resources
- Governance
- Strategic planning

Board Role and Responsibilities

The OPC Management Board is entrusted by the Diocesan Council with the responsibility of overseeing the Centre's governance and supporting its Executive Director. Board members:

- Collaborate on the development and recommendation of a 3-to-5-year strategic plan for approval by the Community Ministries Committee (CMC)
- Approve and monitor the annual operational plan and budget
- Review and evaluate financial statements
- Ensure effective risk management strategies are in place
- Support and participate in fundraising efforts and events

Board members serve for a renewable term of three years. Meetings are held monthly (approximately 2 hours, currently virtually). All members are expected to participate in fundraising activities and support the Centre's key events.

Given the nature of OPC's work, discretion and confidentiality are essential.

The Anglican Diocese of Ottawa

The OPC Management Board is entrusted by the Diocesan Council of the Anglican Diocese of Ottawa. The Council takes responsibility for the on-going governance of the Diocese, with key responsibilities as it pertains to the governance of the OPC.

The Management Board works closely with The OPC Executive Director to ensure alignment with the Diocesan Council. The OPC Executive Director reports to the Diocesan Council through the Director General of the Community Ministries.

About Community Ministries

As part of the Anglican Diocese of Ottawa, OPC is grounded in Christian tradition while operating in a pluralistic, multi-faith, and largely secular society. OPC is one of five

Community Ministries that are each distinct yet united in their commitment to service, collaboration, and respect for the dignity of every person. The four other community ministries are: Cornerstone Housing for Women, Belong Ottawa, Centre 105, and Refugee Ministry Office.

ADO Community Ministries serve those most vulnerable in our midst. They are often people struggling with issues around homelessness, poverty, mental illness, trauma, and addiction. All are welcome and accepted regardless of faith, race, gender, or orientation. Together we strive to nurture the health and well-being of all those who seek our services, creating communities of compassion around them.

How to Apply

To express your interest in joining the OPC Management Board, please submit the following to the Board Chair at connect@theopc.ca:

- Your resume
- A brief statement of interest (maximum one page) outlining your experience and how you believe you can contribute to the mission and governance of OPC

Application deadline: **Open until October 15**

Recruitment Process

After reviewing the applications, selected candidates will be invited to meet with the Executive Director to discuss mutual expectations and alignment. Final appointments will be made in consultation with the Board Chair and Community Ministries leadership.

Questions

If you have any questions about this opportunity, please contact the Board Chair at connect@theopc.ca.