

SCCR Board Member FAQ'S

Who are We?

SCCR is a registered charity that receives no funding from the government or any other cancer agencies. We rely on the generous communities we serve and our own fundraising efforts to offer numerous services and programs to local cancer patients and their families.

What is the role of the Staff?

Manage all office operations, client services, and day-to-day responsibilities. Staff meets regularly with the PPP (committee) for support and discussion to ensure the smooth functioning of all office activities.

What is the role of the Board?

SCCR is a working board, directing the management and affairs of the corporation. Together with the staff, the Board also provides governance and support for the office staff. The Board is actively involved in representing SCCR at various events & fundraisers held on their behalf. Please take note of the following important events:

- SCCR's Annual Fashion Show (May)
- Pritchard Memorial Golf Tournament (July)

The aim of SCCR is to provide a minimum of one board member per event/fundraiser held on our behalf. Please take note of the following:

- We request attendance at a minimum of 3 engagements per year (e.g., cheque presentations, Smile Cookie campaign, Legends Car Rally event(s), golf tournaments, etc.)

Board members are also asked to join at least one of the following subcommittees:

- **Finance Committee:** Meets 1-2 times per year to assist with budgeting and financial planning
- **Fundraising/Fashion Show Committee:** Meets throughout the year to plan & organize the annual fundraising Fashion Show
- **PPP (Personnel, Policy & Procedure) Committee:** Meets with staff at 4:15 before each Board meeting to discuss any office, policy, and procedure questions/issues.

How often are board meetings held?

There are 6 board meetings per year:

- January, March, May, June, September, November

When and where are board meetings?

- When: Last Thursday of the month at 5:30pm
- Where: 400-34 Stephen St., Morden, MB (SCCR's office)

Is this a paid position?

This is a volunteer position.

How does SCCR communicate with board members?

We primarily use email to share meeting notices, agendas, and important updates. For urgent requests, quick messages, and informal communication, we use WhatsApp. You'll be added to the board group chat once you become a board member.

What should I do before my first meeting?

It is vital you visit our website: www.sccr.mb.ca to educate yourself on the services & programs we have to offer our cancer clients and their families.

What happens after I join?

You will be invited to the office for the following:

- Sign a pledge of confidentiality
- Sign a Certificate of Compliance with the Code of Conduct
- Criminal Record & Vulnerable Persons Check
- Welcome Package
- Office Tour
- Board Orientation