

SEXUAL ASSAULT CENTRE OF EDMONTON (SACE) **Application to the Board of Directors – Guidelines**

The Sexual Assault Centre of Edmonton (SACE) is a not-for-profit, charitable organization dedicated to supporting children (ages three and up), youth, and adults who have experienced sexual abuse or assault. Since 1975, we have provided compassionate, client-centered services to individuals of all ages, genders, sexual orientations, and backgrounds. Our mandate is to deliver comprehensive, trauma-focused support, including crisis intervention, individual and group counselling, police and court support, and ongoing advocacy. Beyond direct support, SACE plays a vital role in preventing sexual violence by advancing community education and offering expert consultation to organizations committed to fostering safe, respectful environments. Through these efforts, we work to create a culture of consent and contribute to meaningful, long-term change across Edmonton and the surrounding region.

We respectfully acknowledge the autonomy of Indigenous peoples, and that SACE is located on Treaty 6 Territory and Métis District 9, amiskwacîy ᐱᐅᐅᐅᐅᐅ, a traditional home and gathering place for many Indigenous Peoples, including Niitsítapii/Blackfoot, nehîyawak/Cree, Dene, Nakota Sioux, Saulteaux, Métis, and specifically the ancestral space of the Papaschase Cree (<https://native-land.ca>).

Our Vision

- People impacted by sexual violence are believed and offered caring guidance to heal, and the attitudes and behaviours that contribute to a community free of sexual violence are developed and sustained.

Our Mission

- The Sexual Assault Centre of Edmonton (SACE) exists to support people impacted by sexual violence and engage communities to promote respect and uphold a culture of consent.

Our Core Beliefs

- People can heal;
- People are the experts on their own experiences and needs, and healing looks different for each individual;
- Sexual violence is any form of non-consensual sexual behaviour, including sexual assault, sexual abuse, sexual harassment, sexual exploitation, sex trafficking, and sexual violence facilitated through technology;
- People who experience sexual violence are never at fault;
- People who experience sexual violence should be believed and supported;
- Sexual violence is an abuse of power and trust;
- People who experience sexual violence should have access to inclusive, professional services regardless of age, race, gender, culture, language, religion, sexual orientation, or ability;

- Financial barriers should not prevent people from receiving specialized support services;
- True sexual violence prevention and support involves acknowledging the intersecting oppressions and privileges that shape a person's experience;
- Sexual violence is a societal issue that communities have a responsibility to address, and it is through the combined efforts of community members that cultural change will be fostered and sustained. Volunteers, leaders, and funders are integral to creating this community of support.

SACE Board of Directors

The Sexual Assault Centre of Edmonton (SACE) is seeking individuals interested in serving as volunteer members of the SACE Board of Directors, to help fulfill the goals of our mission, vision, and core beliefs. SACE is committed to upholding a strong, engaged, and values-driven Board of Directors. Board members serve as ambassadors of the organization and play a vital role in governance, strategic direction, and community engagement.

The SACE Board, made up of highly qualified directors from varied backgrounds, benefits from the contribution of different perspectives and experiences to promote better governance. SACE embraces equity, diversity, inclusion, and accessibility, and is committed to building an organization that represents a variety of identities, backgrounds, perspectives, and abilities. We strongly encourage people from equity-deserving groups to apply.

Eligibility

In order to be considered for a board position, the applicant must:

- Be at minimum 18 years of age;
- Not be employed by SACE;
- Live within Edmonton or the surrounding area;
- Provide a Police Information Check from the last three years;
- Have not accessed SACE Clinical services within the last two years*;
- Be willing to participate in all relevant onboard and training requirements;
- Hold views that align with the SACE vision, mission, and core beliefs.
- Believe in and support the following SACE values: Intersectional Feminist; Commitment to Decolonization & Reconciliation; Pro-Choice; and Commitment to Equity, Diversity, Inclusion, Accessibility.

**Former clinical clients may be SACE Board Members, provided they are at least two years out of counselling or police and court support, and the SACE Clinical Director does not feel it would compromise their healing or put counsellors in an ethical dilemma regarding dual relationships.*

Please note: If your ability to meet any of these requirements changes at any point in time, an individual may be asked to discontinue their Board position with the Sexual Assault Centre of Edmonton.

Role of a SACE Board Director

- Governance & Participation:
 - Attend and actively participate in regular Board meetings and committee work. Including participation in at least one of the SACE Board Subcommittees: Financial, Governance, and Executive.
 - Prepare for meetings by reviewing materials in advance and confirming attendance.
 - Maintain a strong understanding of the SACE mission, services, and strategic priorities.
 - Maintain confidentiality and always act in the best interest of SACE.
 - Support Board decisions once they are made, even if personal opinions differ.
- Fiduciary & Philanthropy:
 - Provide oversight to SACE financials to ensure effective stewardship of resources.
 - Support SACE fundraising and networking efforts, which may include making financial contributions at a level meaningful to the individual, supporting and attending fundraisers and events, and connecting in personal networks.
 - Identify and cultivate potential donors, partners, or supporters.
- Advocacy & Strategy:
 - Serve as a positive and informed ambassador for SACE in the community.
 - Provide leadership and direction in strategic planning and steward the implementation of the strategic plan.
 - Uphold SACE's values of inclusion, respect, and equity in all Board-related activities.

Commitment

- Board Directors are appointed for a three-year term with an opportunity for additional terms, as per the SACE bylaws. Each year the commitment entails four to six Board meetings, four to six Subcommittee meetings, as well as SACE community events and potential annual planning sessions. Board meetings are a mix of virtual and in-person throughout the year.
- Board Directors are required to attend the Annual General Meeting every September.
- All Board Directors are required to complete the [SACE Recognizing and Responding to Sexual Violence](#) online course within the first six months of their term.
- All Board Directors are required to complete the [DirectHer Board Basics](#) online governance training within the first six months of their term.

2026 Dates

As outlined above, SACE Board Directors are expected to attend and actively participate in regular Board meetings and committee work. It is required that Directors attend the Annual General Meeting every September.

Please see the table below for the 2026 Board meeting and subcommittee dates. Please note that next year's dates will be confirmed at the last meeting of the year.

Board Meetings:

- September 23, 2026 at 5:30PM, SACE AGM (hybrid at the SACE office)
- November 25, 2026 at 5:30PM (virtual)

Additional Information about SACE

For additional information regarding SACE, please visit our website at www.sace.ca. The site provides comprehensive information on each of our program areas, access to a learning section with a range of articles and resources, as well as information about the [current Board of Directors](#). Applicants are also encouraged to review the most recent [Annual Impact Report](#), which offers an overview of SACE organizational structure, detailed impact highlights, and a clear summary of our contributions to the community.

Applying to the SACE Board

If you are interested in joining the SACE Board of Directors, **please complete this application: [application link](#)**. Please note that all applicants are required to upload a current résumé, along with three professional references. Please note that completed applications must be submitted through the above application link. All other application formats, including incomplete submissions, will not be accepted.

For additional information, please reach out to boardsecretary@sace.ca.