

## **SFT BOARD COMMITTEES**

(you must be a Board member to serve on these committees)

### **Executive Committee**

To carry out the business of the Corporation between meetings of the entire Board by: making decisions on behalf of the Board; ensuring Board decisions are carried out; recommending agenda items for upcoming Board meetings.

### **Nominating Committee**

To ensure the development of a strong, effective Board of Directors with a membership balanced in skills, interests and focus by: evaluating Board composition according to the immediate and future needs of the Theatre; determining eligibility of Directors for re-election; identifying and recruiting individuals to serve on the Board; presenting the slate of nominees for Board approval; presenting a slate of nominees to the general membership for election to the Board at the Annual General Meeting; assisting Directors to become active and effective Trustees.

## **SFT BOARD AND COMMUNITY VOLUNTEER COMMITTEES**

### **Awards Committee**

To provide recognition for excellence in education and instruction in the theatrical arts by: overseeing the application criteria, promotions/communications, receipt and review of applications; determining the appropriate settings for awarding the Professional and Youth Awards and Scholarships.

### **Finance Committee**

To monitor the organization's finances and oversee financial planning for the Stirling Festival Theatre by: working with the Treasurer of the Board, the Artistic Director and the General Manager to review and analyze the ongoing financial strength of the Theatre; monitoring the Theatre's financial and administrative systems and controls and recommending policy to the Board, as required; preparing the annual budget for Board approval.

### **Fundraising - Campaign Committee**

To advise and support the General Manager in the development of ongoing donation, sponsorship and membership strategies for the Stirling Festival Theatre by: recommending annual plans for donation, sponsorship and membership programs to the Finance Committee for approval by the Board; supporting and assisting SFT staff in identifying and approaching potential new individual and corporate donors; identifying opportunities for donations in-kind, foundation funding, donations of securities, planned gifts, and major gifts; supporting and assisting SFT staff in identifying, seeking and achieving new sponsorship partnerships; supporting and assisting SFT staff in identifying and approaching potential new SFT members; reporting results of annual fundraising campaigns to the Board; reviewing SFT campaign fundraising strategies and recommending policy to the Board, as required.

### **Fundraising - Special Events Committee**

To develop an ongoing special event fundraising strategy for the Stirling Festival Theatre by: working with staff to develop an annual plan for special event fundraising efforts to the

Board; undertaking the realization of the approved annual plan; co-ordinating appropriate special event teams, monitoring progress and evaluating results of event teams and special events; reporting results of special event activities to the Board; reviewing SFT special event fundraising strategies and recommending policy to the Board, as required.

**Marketing Advisory Committee**

To advise and support the Artistic Director and General Manager in the development of ongoing marketing strategies for the Stirling Festival Theatre by: working with the Artistic Director and General Manager to develop a comprehensive strategy addressing the marketing of all artistic, educational and fundraising activities, ensuring consistent and effective results; supporting the realization of the approved marketing plan, monitoring progress and evaluating results of new opportunities and media sponsor/partnerships; reviewing SFT marketing strategies and recommending policy to the Board, as required.

**Volunteer Development Committee**

To develop and monitor ongoing volunteer strategies for the Stirling Festival Theatre by: working with the General Manager and SFT staff to recommend the annual plan for volunteer resource development to the Board; reporting results of volunteer resource development initiatives to the Board; reviewing volunteer development strategy and materials and recommending policy to the Board, as required; in conjunction with the General Manager and SFT staff, determining key opportunities for volunteer development, volunteer recognition and community outreach recruitment initiatives.