



## Management Support Unit (MSU)

### Board Assist: Not-for-Profit Board Vacancy

**Date:**

**Organisation:**

The Hills Community Aid and Information Service Inc.

**Suburb:**

Baulkham Hills

**Website:**

[www.hca.org.au](http://www.hca.org.au)

**Organisation description and information:** (max 100 words)

The Hills Community Aid and Information Service Inc. (HCA) is a not for profit, non government, non sectarian community organisation servicing North Western Sydney.

Mission: To provide accessible services for the benefit of the people in our community.

HCA has been providing services in the Baulkham Hills and surrounding local government areas for over 36 years. Currently HCA provides an information and referral service, an emergency relief program, the North West No Interest Loans Scheme, tax assistance for low income earners, home visiting support, telephone contact service, an adult education facility (Learning in the Hills), has a community bus for hire, coordinates a volunteer training program and coordinates a range of community development projects.

HCA is a lead agency with a range of activities including the Hills Cultural Festival, Harmony Day and International Women's Day.

HCA works in partnership with other organisations including Migrant Resource Centres, Community Health, local councils, youth services, family support services and other community based organisations.

**Recruitment needs:**

HCA's AGM is being held on 26<sup>th</sup> September – nominations are now open. Management Committee members are being sought to add to the existing committee.

**Skills:**

Skills in fundraising, media, administration/management, business, community and marketing are being sought.

**Closing date for nomination(s):**

Wednesday 19<sup>th</sup> September 2007 by 3pm for the AGM – nominations after the AGM are also being accepted.

**Further information:**

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