

Sooke Region Historical Society

Join our Board of Directors!

The Sooke Region Historical Society is looking for community members who are passionate about the Sooke Region to join a dynamic team and make a positive impact in promoting the region's heritage, wellbeing and sense of place.



We are looking for people who live in the region (from East Sooke to Port Renfrew) who will bring their ideas and dedication to our Board of Directors and help the organization connect, collaborate and improve services. We welcome people with diverse skills and backgrounds. We encourage individuals who would like to gain skills and knowledge in guiding strategic direction, as well as those who bring experience in helpful skills such as fundraising, human resources, decolonization, finance, diversity, legal, nonprofit/voluntary sector, marketing and communications, or leadership.

The primary role of the Sooke Region Historical Society is to operate the Sooke Region Museum and Visitor Centre. We work with a talented staff and skilled Executive Director who manage thought-provoking exhibits, engaging programs and popular events for all ages. We are entering an exciting phase as we develop new ideas in response to a recent community engagement project and prepare to celebrate the 50th anniversary of the opening of the Sooke Region Museum in 2027.

Why join the Board of Directors?

- Fantastic opportunity to build experience in not-for-profit, charity and community work
- Contribute to the wellbeing of your community, support local heritage, and play a role in building a sense of place
- Learn about local history while connecting with your community
- Help shape the future of the Sooke Region Museum

Interested? Please submit a brief application by 14 January 2026.

[Apply Here](#)

If you need assistance with the application or require an alternative method, contact Michelle Richard, Executive Director at director@sookeregionmuseum.ca or 250-642-6351.

Further information on next page:

About the Sooke Region Historical Society

The Sooke Region Historical Society is a non-profit organization and registered charity that operates the Sooke Region Museum & Visitor Centre, located on ancestral lands of T'Sou-ke people, and operating within the region encompassing territories of Scia'new and Pacheedaht peoples and the communities of East Sooke, Sooke, Otter Point, Shirley, Jordan River and Port Renfrew.

The Society is committed to equity, diversity, inclusion, access, and reconciliation and we encourage and welcome all applications from women, men and gender nonconforming people, people of color, Indigenous Peoples, people with disabilities, peoples of all sexual orientations, and all others.

Purpose:

- a) To gather and preserve information, records, and objects of educational and cultural value associated with the natural and human history of the area, and without limiting the generality of the foregoing
- b) To establish and maintain a museum for the purpose of preserving, recording, and exhibiting for public enjoyment such material
- c) To undertake other such activities, which from time to time, may be deemed appropriate

Vision: To be a community museum that makes a difference... improving the lives of residents and visitors to the Sooke Region.

Mission: Inspiring an appreciation of the Sooke Region's past and its relevance to our present and future.

Values: Our core values are to be welcoming, inspiring, stewardly, ethical, and relevant.

Helpful Skills and Experience

- Familiarity with non-profits including prior experience on or working with a Board of Directors
- Fundraising experience and familiarity with revenue generation in non-profit structures
- Interest and experience in reviewing and writing policy
- Background or experience in human resources, decolonization, finance, diversity, legal, nonprofit/voluntary sector, marketing and communications, or leadership.

Responsibilities of the Board:

Purpose – establishing and implementing the museum's mission and vision;

Continuity – providing continuity for managing and implementing the museum's affairs

Progress – setting the rate of progress the museum takes in reaching its mission and vision

Identity – securing community support and appreciation for the museum's mission, vision, mandate, beliefs and long-term direction.

Further information is available on our website:

[Policy - Sooke Region Museum](#) : Personnel, Collections, Respectful Workplace, Volunteer Policies
<https://sookeregionmuseum.ca/about-us/policy/>

At the same link:

Strategic Plan 2025-2028, Annual Report 2023-2024

SRHS Constitution and Bylaws, Financial Statement 2023-2024

Board of Directors FAQs

What is a Board of Directors?

The Board is responsible for setting mission and strategic direction, providing high-level oversight, and serving as ambassadors of the organization.

The Sooke Region Historical Society is a governance board with a primary role of establishing vision, policy and resources/fundraising.

What would I do as a Board member?

- attend board meetings each month (currently the first Wednesday, no meetings July, December).
- may join a committee or working group to work on additional projects (e.g. fundraising, grounds & facilities, budget, policy, etc.).
- may volunteer for events and programs (school programs, Sooke Spook, Open House, CRABFEST).
- commit to a two-year term consisting of an average of five hours of work per month (depending on committee(s) you may join)

Can anyone become a Board Member?

Yes! To join the Board, you have to become a member *[link to online membership application]* before the AGM in March, communicate your interest by filling out the form below. Interested individuals will be contacted for an interview. If the cost of membership is a barrier to you becoming a Board Member and/or there are other barriers you have identified, please reach out to Michelle Richard, Executive Director at 250-642-6351 or director@sookeregionmuseum.ca to discuss accommodations.

What are the perks of joining the Board?

Volunteering with a charitable non-profit organization provides practical work skills. It's also a way to meet like-minded folks from other professions and disciplines and is an excellent way to connect to and give back to your community.

Are Board Members paid?

Unfortunately, no. The BC Societies Act prohibits us from paying Board Members. These positions are volunteer.