

Who We Are.....

The MSC is a non-profit, non-share capital, charitable organization incorporated in 1978 which provides a wide array of Employment, Literacy & Home Support Services in the Tri-County area of Oxford/Elgin/Norfolk counties.

These services are delivered by experienced, qualified personnel, including a committed volunteer complement upon whom a number of our services rely.

A Short History.....

- The MSC was formed by a group of community minded citizens concerned about the lack of social services available in Tillsonburg.
- The MSC began operations in 1978, at 185 Rolph Street, in a building donated by Gerry Livingston (prior to this, many service providers met with consumers on a casual basis wherever they could find space).
- Various services came into the MSC over the years depending upon need.
- In August 1998, the MSC moved into The Livingston Centre, a building named after Gerry Livingston, along with Fanshawe College, Service Canada, Thames Valley District School Board & Community Living Tillsonburg.
- Mr. Livingston (who died in 1988) was well known in the community for his business interests & for his support of many community causes. (He supported Canada's Olympic male basketball teams in 1952 & 1960 and received Papal honours in 1962).
- The Livingston Centre provides a number of community, health, education and social services in one location - an important goal of the original founders of the Multi-Service Centre. (www.thelivingstoncentre.com)

Tillsonburg & District Multi-Service Centre

We believe in.....

- ◇ *Treating the individual with respect, dignity and compassion*
- ◇ *The value of community support, volunteers and staff*
- ◇ *Equal opportunities for the development of each person's potential*
- ◇ *Being accountable to our communities through the evaluation and reporting of our results and the effective and efficient use of our resources*
- ◇ *A work life that promotes innovation, cooperation, participation, health and safety and effective communications*
- ◇ *Continuous quality improvement of new and existing programs and services*
- ◇ *Working in partnership with the community and other service providers to identify community needs and to develop effective service and program responses*
- ◇ *The continuous development and application of new skills and knowledge*



Multi-Service Centre BOARD OF DIRECTORS



Serving the Community Since 1978

“A Privilege to Serve”

**Monday to Thursday:
8:30 a.m. to 8:30 p.m.
Friday:
8:30 a.m. to 4:30 p.m.**

(in The Livingston Centre)
96 Tillson Avenue
Tillsonburg, ON N4G 3A1

**Phone: (519) 842-9000
Fax: (519) 842-2202**



www.multiservicecentre.com

**Accredited since 2003
by Accreditation Canada**



Volunteer Opportunities

Volunteers are an important part of our service delivery for the *Meals on Wheels, Transportation, and Adult Literacy & Essential Skills programs*. Opportunities also exist in the areas of *Fundraising* and *Committee* work. Call 519-842-9000 for more information.

Donations

MSC is a charitable community agency managed by a volunteer Board of Directors and supported by client fees, government funding and donations.

*All donations are gratefully received
and tax deductible.*

Board of Directors Composition

The Multi-Service Centre Board of Directors is comprised of community-minded area citizens whose applications have been approved by the Board.

- ◆ The Directors are elected to office by board members at the MSC's Annual General Meeting.
- ◆ The MSC's By-Laws determine that the Board of Directors:
 - (a) will elect directors for a three (3) year term
 - (b) may from time to time appoint Honourary Directors
 - (c) will elect no person under eighteen (18) years of age to the Board.



Mission

A community organization committed to supporting personal independence through:

- ◆ *Innovative & responsive resources*
- ◆ *Partnerships & collaboration*
- ◆ *Striving for excellence*

Vision

Embracing Personal Independence



Celebrating a Caring Community

Board of Directors Responsibilities

- ◆ Govern the affairs of the Corporation & provide governance to the Executive Director/CEO
- ◆ Develop & review the MSC Mission, Vision, Beliefs, Goals, Objectives & Strategic Plan
- ◆ Provide resources to allow programs & services that meet the needs of the community within available resources
- ◆ Monitor & evaluate programs & services to ensure that they meet the MSC's Mission, Vision & Beliefs
- ◆ Appoint & evaluate the performance of the Executive Director/CEO & delegate authority for the management & operation of the MSC
- ◆ Approve the operating & capital budgets, & monitor the financial affairs of the MSC
- ◆ Work collaboratively with other community agencies & institutions in meeting the needs of the community
- ◆ Ensure the community is informed about the MSC & its services by lobbying, recruiting volunteers & communicating effectively on the MSC's behalf
- ◆ Establish procedures for monitoring compliance with the requirements of the By-Laws of the MSC & applicable legislation
- ◆ Regularly review the functioning of the MSC in relation to the objects of the Corporation as stated in the Letters Patent & By-Laws & demonstrate accountability for its responsibility to the Annual General Meeting of the Corporation
- ◆ Attend & actively participate in board meetings & discussions
- ◆ Participate in the fundraising initiatives of the MSC
- ◆ Actively participate in TCSI Board governance

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How to Apply

- ◆ Call the MSC Executive Director, William Hett, at **519-842-9008, Ext. 274** or email: whett@multiservicecentre.com
- ◆ Request a Board of Directors application package.
- ◆ Fill out the application and return it as directed.

We appreciate all interest in & applications to the MSC Board of Directors and will contact all applicants to discuss your background, interests & references.

Once your application has been approved by the Board, you will be required to submit a:

- ◆ *Vulnerable Persons Police Records Check*
 - ◆ *Signed Board Member Agreement*
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