

## OHI seeks Volunteer to help us protect Ontario's natural heritage and aquatic resources

The Ontario Headwaters Institute (OHI) is looking for volunteers with a passion for the environment to help us build on some recent successes to expand our profile in Ontario by growing our digital footprint, educational program delivery, and our work to enhance provincial policies and programs related to protecting natural heritage and our watersheds.

Founded in 2003 following the public health crisis in Walkerton, the Institute has grown to be the leading not-for-profit organization in Ontario working on both headwater protection and improvements to the provincial framework for watershed management. General information about the OHI can be found at [www.ontarioheadwaters.ca](http://www.ontarioheadwaters.ca)

An excellent article about the OHI and some recent successes can be found on pages 30 – 37 at [http://www.climateontario.ca/doc/RACIII/Climate\\_Change\\_Stories\\_of\\_Ontario\\_Final.pdf](http://www.climateontario.ca/doc/RACIII/Climate_Change_Stories_of_Ontario_Final.pdf), written by staff at the Ontario Centre for Climate Impacts and Adaption Resources - OCCIAR.

More recent efforts include **WaterScape**, a collaboration of 3 provincial partners and 11 community organizations that staged 6 events across south-central Ontario with more than 160 participants. Outcomes include a compelling set of Proceedings, found [here](#), and a Submission to the Province with 17 recommendations on Protecting Water for Future Generations, endorsed by more than 50 organizations and 90 individuals, found [here](#).

Guided with a mission that embraces integrity, accountability, and respect, we seek the volunteer described below.

### Bookkeeper

The OHI would benefit with professional oversight by a bookkeeper from time to time. With staff experience in keeping track of income and expenses in Excel, preparing and monitoring budgets for small projects, and in preparing annual financial statements, we don't need free labour to post our 20 to 50 receipts and expenses each year. And, as total income falls under our own and agency guidelines, we don't need annual audited statements.

We would, however, benefit from having an external and professional opinion on our annual financial statements, and may need greater support should we obtain grants for larger projects with a large number of transactions.

Where funders require audited statements, we would also naturally benefit from advice on setting up proper protocols and records as necessary, and advice on negotiating appropriate fees with any required auditor.

We do not anticipate a regular work-load for 2018, but perhaps the odd bit of advice of say 4 hours this year. Workloads in future years would be similar, with perhaps some minor additional time should we be successful in large project grant applications.

For more information, please contact Andrew via [andrew @ ontarioheadwaters dor ca](mailto:andrew@ontarioheadwaters.dor.ca), or at 416 231 9484