Creating a different kind of profit

COMMUNITY SECTOR COUNCIL of NOVA SCOTIA

Annual Report 2014
The Community Sector Council is a tremendous resource. You have provided many terrific opportunities for learning and professional development. And the live-streaming is great for those who can’t make it to the actual event.
The Community Sector Council of Nova Scotia came alive in 2014!

We began in December 2012 when the inaugural board met for the first time. With financial assistance provided by the province’s Sector Council Program, the board started by hiring the Community Sector Council’s executive director in March 2013. A regional hub coordinator was hired in July. Partnerships were developed with six host organizations in August. And six convenors to staff the regional hubs were hired in September. In consultation with partners in the non-profit sector, the board and staff developed action plans, selected trainers, and implemented programs.

We then began to roll out training and capacity-building initiatives. Throughout 2014, the Community Sector Council offered diverse learning opportunities specifically designed for the non-profit sector, reaching more than 2,000 participants in cities, towns, and villages across the province.

The response was extraordinary. People from the non-profit sector loved the chance to learn and network. They valued the prospect of high-quality workshops offered within their own communities. They prized the opportunity to come together to discuss shared issues and develop common solutions. And they appreciated that, thanks to the generous financial assistance provided on a one-time basis by the province’s Voluntary Sector Division, the Community Sector Council was able to offer the workshops at no charge. We were extremely busy in 2014, developing and delivering workshops across the province.

But there’s more! In 2014, we organized a provincial conference, produced more than a dozen short videos to help non-profits tell their stories, and provided tools and resources which were shared on our online library. We researched and shared information about pressing issues, such as the Canada Job Grant Program and Canadian Anti-spam Legislation. We took on a leadership role in seeking ways to offer benefits plans to employees of the sector. We participated in countless events – panel presentations, career fairs, community consultations, roundtables, and meetings with political leaders – to spread the message about the vital contribution of the non-profit sector to the society and economy of Nova Scotia.

There is much more work ahead for the Community Sector Council. The economic and demographic challenges faced by Nova Scotia have been well documented. The Community Sector Council strongly believes that the non-profit sector is part of the solution. The sector’s role is to help individuals and communities develop innovative strategies to overcome adversity and build community-based solutions. The Community Sector Council’s role is to help the sector by developing collective, capacity-building initiatives and by speaking with a shared voice.

Kathleen Flanagan, Executive Director
Arlene MacDonald, Chair of Board of Directors
Community Sector Council of Nova Scotia
Who we are

The Community Sector Council of Nova Scotia was created in December 2012 to bring non-profit & voluntary organizations together to help them meet the needs of Nova Scotia’s citizens and communities. With funds provided by the provincial Department of Labour and Advanced Education, the Community Sector Council is administered by an independent board of directors drawn from the non-profit sector, and programs are run by a staff team experienced in the community sector.

Nova Scotia’s non-profits make a deep impact on both the economy and the social fabric of our province. According to research conducted by Imagine Canada, approximately 36,000 people are employed by Nova Scotia’s ‘core’ non-profit sector (this does not include municipalities, universities, schools, and hospitals). And more than 450,000 Nova Scotians volunteer, offering 50 million hours of service each year. The annual value of this volunteer service equals $1.8 billion.

The Community Sector Council works with non-profit & voluntary organizations as they contribute to the social, environmental, and economic needs of Nova Scotia.

HELPING BUILD NOVA SCOTIA

The contributions of non-profits also add social value – a different kind of profit – to community life and local culture. The sector consists of organizations located in cities, towns, and villages in every corner of the province – there are more than 6,200 active groups. Non-profit organizations are leaders in building healthy, vibrant, and sustainable communities with engaged citizens, working in full partnership with governments and the private sector.
What we do

The role of the Community Sector Council of Nova Scotia is to support the valuable work of the non-profit sector. The priorities are to:

1. Increase the capacity of the sector by offering relevant and high-quality learning opportunities

2. Act as a voice for the sector to promote its accomplishments, communicate relevant information on common issues and concerns, and develop solutions to shared problems

3. Create connective networks for the purpose of sharing information, addressing shared issues, and developing effective partnerships

Since our formation in December 2012, the Community Sector Council has developed a wide array of programs, services, and initiatives.

1. LEARNING OPPORTUNITIES

In 2014, the Community Sector Council offered workshops and training programs in many topic areas where the sector demonstrated a need and an interest. The learning opportunities were specifically designed for the non-profit sector and included:

- Human resource management
- Volunteer screening and management
- Grant-writing
- Fund development
- Information sessions on labour regulations, occupational health and safety, and human rights legislation
- Youth engagement
- Information session on Canadian Anti-Spam Legislation
- Organizational branding
- Social media
- Measuring impact
- Communications
- Board governance
- Information sessions on Take Stock, an online self-assessment tool to confidentially assess organizational performance in core functions

2. ADVOCACY FOR THE SECTOR

The Community Sector Council informs Nova Scotians about the contributions that non-profits make to our province. In 2014, our advocacy activities included:

- Responding to media queries
- Presentations at conferences and other public events
- Liaising with governments
- Producing original videos that tell the sector’s stories
- Representing the sector at events including celebration events (such as International Volunteer Day and Volunteer Awards Ceremony), information events (such as employment career fairs, panel discussions, and conferences), and consultation events (on topics such as impact of EI changes, green strategies, and privacy policies)

3. NETWORKING

The Community Sector Council of Nova Scotia helps to build networks for the purpose of sharing information, addressing shared issues, and developing effective partnerships. This is done through social media, the online resource library, regional forums, and the annual provincial conference.
As a smaller non-profit organization we could never afford to hire a full-time Human Resources person. This workshop has enabled me to improve my management skills and to network with staff from other organizations who face similar challenges.
How we work

The non-profit sector spans the entire province and can be found in every community in Nova Scotia. That’s why the Community Sector Council embraces a regional structure and a collaborative approach.

Six regional hubs are located within non-profit groups who are host organizations for the Community Sector Council’s province-wide outreach. These regional offices play a vital role in giving a collective voice to the sector, and in enhancing the Community Sector Council’s capacity to address labour force and human resource issues across the province.

**ENGAGING NON-PROFITS**

Through an annual conference and regional workshops, the Community Sector Council brings non-profits together to discuss challenges and opportunities for the sector.

**REGIONAL HUBS**

- **South Shore hub** is located in Shelburne, hosted by a partnership of the Lunenburg Queens Volunteer Partnership and the Yarmouth Shelburne Municipal Recreation Association.

- **Highland hub** is located in Antigonish, hosted by Antigonish County Adult Learning Association.

- **Northern hub** is located in Tatamagouche, hosted by Tatamagouche Centre.

- **Cape Breton hub** is located in Sydney, hosted by New Dawn Enterprises.

- **Valley hub** is located in Bridgetown, hosted by Association of Western Valley CAP Sites.

- **Halifax hub** is located in Dartmouth, hosted by the Clean Foundation.

**STAFF**

- **Kathleen Flanagan**, executive director, Halifax

- **Veronica McNeil**, coordinator of regional hubs, outreach and learning initiatives, Halifax (Veronica’s predecessor, **Susan Nasser**, retired in October 2014.)

- **Sean Kelly**, communications coordinator, Halifax

- **Joan Bower**, convenor, South Shore Hub (Lunenburg, Queens, Shelburne, and Yarmouth)

- **Dana Perry**, convenor, Valley Hub (Kings, Annapolis, Digby, and West Hants)

- **Laurie Cook**, convenor, Halifax Hub (Municipality of Halifax)

- **Wendy Johnston**, convenor, Northern Hub (Colchester, Cumberland, and East Hants)

- **Philip Girvan**, convenor, Highland Hub (Pictou, Antigonish, and Guysborough)

- **Tanya Andrews**, convenor, Cape Breton Hub (Inverness, Richmond, and Victoria counties, and Cape Breton Regional Municipality)
Non-profits create a DIFFERENT kind of profit.

There are over 6,200 non-profit and voluntary organizations in Nova Scotia.

* That's one organization for every 150 people.

Non-profit organizations employ 7% of Nova Scotia's workforce.

* The core non-profit sector employs 36,000 people.

450,000 Nova Scotians volunteer each year.
Non-profit organizations employ 7% of Nova Scotia's workforce. The core non-profit sector employs 36,000 people. Nova Scotians volunteer 50 million hours each year – that's worth $1.8 billion of services to the economy. Nova Scotia is the province with the most volunteer hours per capita.

75% of non-profit staff in Nova Scotia have at least 1 university degree. Non-profits in Nova Scotia have their own Sector Council.
The Nova Scotia Commission on Building Our New Economy called for widespread cooperation in creating meaningful employment in all corners of our province. While the report has stirred considerable interest, the significance of the non-profit sector to Nova Scotia’s economy is sometimes overlooked.

Many people are unaware that the sector employs approximately seven percent of Nova Scotia’s workforce and plays a crucial role in creating and sustaining a welcoming, healthy, and vibrant society – the kind of society that is needed to attract businesses and immigrants, to retain younger workers, and to build the capacities of low-skilled workers.

The Community Sector Council worked hard in 2014 to strengthen and promote the sector’s impact. Highlights include:

**TRAINING WORKSHOPS**

The Community Sector Council offered many training and capacity-building activities across the province.

**150 workshops were offered to over 2,000 participants.**

Sessions were provided free-of-charge, and covered a wide range of topics. Training was offered in many communities in all six regions across Nova Scotia:

- Amherst
- Antigonish
- Baddeck
- Bridgetown
- Bridgewater
- Dartmouth
- Digby
- Elmsdale
- Halifax
- Kentville
- Liverpool
- Middleton
- Port Hawkesbury
- Port Mouton
- Shelburne
- Ship Harbour
- Stellarton
- Sydney
- Tatamagouche
- Truro
- Yarmouth

There were French language video training sessions at Université Sainte-Anne’s campuses in Halifax, Pointe-de-l’Église, Tusket, Petit-de-Grat, and Saint-Joseph-du-Moine. Some events – such as an information session on compliance requirements of the new Canadian Anti-Spam Legislation – were livestreamed on the internet. We also offered webinar training to communities across the province.
**RESOURCE-SHARING**

The Community Sector Council shares tools and resources through our online library, a mixture of resources developed for Nova Scotia’s non-profits as well as recommended resources from other organizations.

**STORY-TELLING**

The Community Sector Council has produced short videos which tell the stories of Nova Scotia’s non-profit & voluntary organizations and the contributions they make. We produced two series of original videos: 1) *Stories from Our Sector*, four videos on the work of non-profits in Nova Scotia, and 2) *Voices of Our Sector*, ten video dispatches where we ask members of the non-profit sector to reflect on their work, and on how the Community Sector Council can support it.

Check out [www.youtube.com/CommunitySectorNS](http://www.youtube.com/CommunitySectorNS) to watch these original videos, as well as archived footage from our conference and other training events.

**REGIONAL OUTREACH**

Our regional staff engage with non-profits in their areas, coordinate workshops, and convene forums for dialogue on key issues in the non-profit sector.

The hub convenors have built networks in their regions to explore how organizations can work together to contribute to the well-being of Nova Scotia – and to brainstorm solutions to the sector’s most pressing challenges.

**PROVINCIAL CONFERENCE**

In June 2014, the Community Sector Council organized a provincial conference at the Waterfront Campus of the Nova Scotia Community College. *A Different Kind of Profit: Social Impact of the Non-Profit Sector* celebrated the sector’s contributions, discussed relevant issues, and facilitated discussions on how to contribute to community growth and prosperity through innovation.

200 people registered for the conference, and another 75 joined via live-streaming.

The conference offered a keynote address on the social impact of non-profits, and four other plenaries covering: the sector’s role in building the new economy; benefit plans for employees of non-profits; diversity within the sector; and social enterprise initiatives. Fifteen professional development workshops were offered on additional topics.

The conference registration fees were deliberately set low to ensure the event was affordable. Recognizing that travel expenses would prevent some from attending, travel subsidies were available, and the plenary sessions were live-streamed free-of-charge. All conference materials – workshop handouts, videotaped plenaries, and links to additional materials – have been posted on the Community Sector Council’s website.
Our Governance

BOARD OF DIRECTORS

The Community Sector Council’s board of directors is comprised of nine members drawn from the non-profit sector. During 2014, the board of directors included:

**Arlene MacDonald, Chair**
Executive Director, Pictou County Women’s Centre, New Glasgow

**Kristin Williams, Vice-Chair**
President and CEO, Junior Achievement Nova Scotia, Halifax

**Nancy Anningson, Treasurer**
Managing Director, Prior Learning Centre, Halifax

**Susan Barthos, Secretary**
President, Barthos Management Consulting, Wolfville

**Fred Deveaux, Member-at-large**
Manager of Business Operations, Pathways to Employment, Sydney

**Cynthia Duncan, Member-at-large**
HR and Training Consultant, Yarmouth

**Chris Googoo, Member-at-large**
General Manager, Ulnooweg, Truro

**Jayne Hunter, Member-at-large**
Executive Director, Literacy Nova Scotia, Truro

**Li Jin, Member-at-large**
Chief Financial Officer, Immigrant Services Association of Nova Scotia, Halifax

PARTNER ORGANIZATIONS

The Community Sector Council also works with a growing list of partners who collaborate with us on many activities – and who also inform our work. They include:

- 211 Nova Scotia
- Antigonish County Adult Learning Association
- Association of Industry Sector Councils
- Association of Western Valley CAP Sites
- Canadian Federation of Voluntary Sector Networks
- Clean Foundation
- Community Services Benefits Trust
- Community Foundations of Canada
- Confederacy of Mainland Mi’kmaq
- Dalhousie’s School of Continuing Education
- Department of Labour and Advanced Education
- Department of Community Services
- Department of Communities, Culture & Heritage
- Federation of Community Organizations
- HeartWood Centre for Youth Community Development
- Imagine Canada
- Kings Volunteer Resource Centre
- Knightsbridge Robertson Surrette
- La Fédération acadienne de la Nouvelle-Écosse
- Lunenburg Queens Volunteer Partnership
- New Dawn Enterprises
- Nova Scotia Community College
- Tatamagouche Centre
- Université Sainte-Anne
- Volunteer Canada
- Yarmouth-Shelburne Municipal Recreation Association

The Community Sector Council is a member of the Association of Industry Sector Councils, which is comprised of nine sister sector councils in Nova Scotia. We are also a member of the Canadian Federation of Voluntary Sector Networks, a partnership of 14 independent non-profit and voluntary sector networks across Canada.
Finding Solutions

Our sector is important to Nova Scotia’s economy, social life and culture. And non-profit staff have very high levels of job satisfaction and commitment to their organizations. But we know there are challenges.

Less than 40% of workers in the non-profit sector have access to pension plans.

The need for services provided by the sector is growing. Despite the education, competence and skills of the non-profit workforce, it’s not easy to be a staff member of the social sector:

- Less than 40% of workers in the non-profit sector have access to pension plans.
- Job changes are frequent as many people are employed on a project-by-project basis, as funding allows.
- 65% of employees in Nova Scotia’s non-profit sector earn less than $40,000 (compared with 45% nationally).
- Many non-profits are small and offer limited career advancement opportunities.

The mandate of the Community Sector Council is to work collaboratively to find innovative solutions to challenges like these, and we will continue to talk to a wide and varied cross-section of the non-profit community to see how we can best help. The Sector Council has made a commitment to work with the sector to access pension and other employee benefits.

65% of employees in Nova Scotia’s non-profit sector earn less than $40,000
Financial Summary

The Community Sector Council of Nova Scotia has produced a summary document for the 2014 Annual Report based on the audited financial statements prepared by Collins Barrow Nova Scotia, Chartered Accountants, on June 16, 2014. The full audited financial statements for the fiscal year ending March 31, 2014 are available upon request.

### STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS
For the year ended March 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Government grants</td>
<td>361,160</td>
<td>14,724</td>
</tr>
<tr>
<td>Other</td>
<td>5,150</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$366,310</td>
<td>$14,724</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Amortization</td>
<td>487</td>
<td>207</td>
</tr>
<tr>
<td>Dues and fees</td>
<td>680</td>
<td>-</td>
</tr>
<tr>
<td>Insurance</td>
<td>1,780</td>
<td>-</td>
</tr>
<tr>
<td>Interest and bank charges</td>
<td>26</td>
<td>-</td>
</tr>
<tr>
<td>Meetings</td>
<td>14,459</td>
<td>5,144</td>
</tr>
<tr>
<td>Occupancy</td>
<td>30,791</td>
<td>-</td>
</tr>
<tr>
<td>Office</td>
<td>4,199</td>
<td>750</td>
</tr>
<tr>
<td>Professional fees</td>
<td>14,576</td>
<td>-</td>
</tr>
<tr>
<td>Salaries and wages</td>
<td>243,012</td>
<td>4,808</td>
</tr>
<tr>
<td>Training</td>
<td>27,284</td>
<td>-</td>
</tr>
<tr>
<td>Travel</td>
<td>14,404</td>
<td>-</td>
</tr>
<tr>
<td>Utilities</td>
<td>1,822</td>
<td>-</td>
</tr>
<tr>
<td>Website</td>
<td>7,640</td>
<td>3,776</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$361,160</td>
<td>$14,685</td>
</tr>
<tr>
<td><strong>Excess of Revenues over Expenses</strong></td>
<td>5,150</td>
<td>39</td>
</tr>
<tr>
<td><strong>Net Assets Beginning of Year</strong></td>
<td>39</td>
<td>-</td>
</tr>
<tr>
<td><strong>Net Assets End of Year</strong></td>
<td>$5,189</td>
<td>39</td>
</tr>
</tbody>
</table>

### STATEMENT OF FINANCIAL POSITION
As at March 31, 2014

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>CURRENT</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>243,168</td>
<td>27,933</td>
</tr>
<tr>
<td>Term deposits</td>
<td>397,789</td>
<td>-</td>
</tr>
<tr>
<td>Accounts receivable</td>
<td>-</td>
<td>17,250</td>
</tr>
<tr>
<td>HST recoverable</td>
<td>5,048</td>
<td>461</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$646,005</td>
<td>$45,644</td>
</tr>
<tr>
<td><strong>CAPITAL ASSETS</strong></td>
<td>737</td>
<td>546</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$646,742</td>
<td>$46,190</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounts payable</td>
<td>39,621</td>
<td>9,352</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>601,932</td>
<td>36,799</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$641,553</td>
<td>$46,151</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>UNRESTRICTED</strong></td>
<td>5,189</td>
<td>39</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$646,742</td>
<td>$46,190</td>
</tr>
</tbody>
</table>