

**Board/Executive Position – Director of Sponsorship and Fundraising****Position****Director of Sponsorship and Fundraising**

Responsibilities taken from the BGHA By-laws

**Major Role**

As a member of the association's board, the Director is a representative of the general hockey public, working in the best interest of the entire youth organization. You will attend board scheduled meetings to provide status, input and direction related to the areas of responsibility defined within this description.

**Responsibilities**

- Review all fundraising activities
- Bring all fundraising requests to the Executive Board for approval.
- Organize and solicit sponsorship for both House League and Representative teams.
- Organize and solicit sponsorship name bars for jerseys
- Follow and enforce BGHA sponsorship program
- Be responsible for all association fundraisers
- Provide a monthly statement at all Board meetings during the playing season.

**Key Competencies**

- Ability to negotiate and resolve conflict, provide constructive feedback
- Good organization and facilitation skills
- Good written and verbal communication skills
- Positive attitude
- Problem solving and analytical skills
- Self-motivated and takes initiative
- Hockey and/or business/accounting knowledge is a plus
- Base computer skills including email and word processing is required

**Role Requirements**

- Attend monthly Board meetings
- Personal computer with word processing capabilities/tools
- E-mail capability, required to maintain and interact via email on a regular basis
- Cellular phone or voice mail capability at residence

**Eligibility**

- shall be eighteen (18) or more years of age;
- shall not be an undischarged bankrupt or of unsound mind;
- shall be a Member of the Association at the time of his or her election or appointment;
- shall remain a Member of the Association throughout his or her term of office.
- any executive member who has a personal stake, be it as a member of coaching staff or as a parent, in a team(s), they must declare a conflict of interest and excuse themselves from any discussion or votes involving that team(s). This includes but is not limited to coaching selection, disciplinary action or executive related to that team(s).

**Time Commitments**

- Monthly Board Meetings – max – 2.5 hours
- Time ebbs & flows dependent on the time of the hockey season – approximate average is 3.5 hours per month

Term	2 years
Application	Posted on-line on even years Nomination submitted by 2 members in good standing with AGM election