

Position

Director



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

- Organize and facilitate team and individual pictures for all teams and players, prior to Christmas
- Organize and facilitate the Association Banquet;
- Be responsible for the BGHA annual Bursary/Scholarship award
- Be responsible for any Public Relations or Marketing functions
- Ensure the website is properly maintained, managed and up to date.
- Carry out other duties as assigned by the Board, Executive Committee, or the President.

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 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

By-laws ratified 2017

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