



# Director of Sport and Fitness

## Accountability

Board of Directors

General membership

## Term

A 2- year term elected in even numbered years (2018, 2020, 2022 etc.)

## Vision

That the Strathcona Community League would continue to prioritize and promote opportunities for fitness and sport, extending to neighbours of all ages, stages and abilities.

## Mandate

- To lead, on behalf of the SCCL, in promoting the values of sport and fitness - through developing, promoting and implementing a variety of sport and fitness opportunities.
- To maintain regular contact and listen to those in our community in order to understand what sport and fitness opportunities would best serve our neighbours.
- To liaise with community groups, organizations and task forces in conversations / opportunities related to sports and fitness.
- To participate in board discussions with a perspective that prioritizes sport and fitness.

## **General Duties**

As a Board Member, the Director of Sport and Fitness must do the following:

- Develop, monitor, and review all Board policies and procedures.
- Ensure the Board's conduct and performance is in compliance with the bylaws and policy.
- Assist in developing and maintaining positive relations among the Board, committees, and community to enhance the SCCL's mission.
- Participate in establishing policy and other recommendations received from the Board, its standing committees, and staff.
- Participate in the development of the SCCL's organizational plan, annual review, and budget.
- Prepare and present report(s) at Board Meetings.
- Exercise voting privilege.
- Provide orientation and continuity for new Board Members.

## **Meetings**

- Prepare for and attend regular monthly board meetings by reading over materials prior to the meeting.
- Prepare annual report to be presented to membership at the AGM.

## **Volunteer Recognition**

- Recognize members' contribution to the SCCL
- Submit list to Volunteer Appreciation organizer of any volunteers to be invited to events recognizing SCCL volunteers

## **Relationship Building**

- Encourage Executive Board and membership to participate in meetings and SCCL activities

## **Requirements**

- Ability to attend regular board meetings (September-June)
- Time commitment is approximately 12 hours per month to attend and prepare for board meetings, and regular committee meetings and duties.