



## **Up to 5 Directors at Large - in 2024:**

- **1 Director at Large will be for a 1-year term and**
- **4 Directors at Large will be for a 2-year term**

*Time Commitment: 5-15 hours per month – 12 months per year*

The Director(s) at Large are responsible for the active support to all operational responsibilities of the Board. Directors at Large will be voted into the Board as a Director at Large and based on interest areas and skill sets, the Board of Directors will collectively decide the distribution of priorities or activities to the Board Members voted in as Directors at Large. It is expected that Director(s) at Large will take on the responsibilities of one of at least one Director role, as listed below, or at one key role and lead or contribute to one committee and/or lead or contribute to at least one subcommittee.

For 2024-2025 season, it is anticipated that Directors at Large will fulfill the roles of:

### **a. Director(s) of Complaints (2)**

The Director(s) of Complaints is accountable for dealing with feedback (generally complaints) as it comes in. This includes reviewing and communicating respectfully and respectfully the complaints between teams and/or associations regarding actions taken by parents/coaches. The Directors of Complaints may be confronted with feedback regarding safety of the players, the evaluation process including coach selection and team formation, and may encounter feedback of any kind. The position is expected to review the feedback from members, review feedback with policies and procedure, communicate respectfully in a timely manner with members, help members understand their rights and the rights of the association, bring feedback to the attention of board members required (only as necessary) to review the feedback and path forward and provide recommendations to enhance the association governance documents to maintain transparency in the administration of the bylaws, policies, and procedures.

Skills required for this position are:

- Must maintain confidentiality,
- Ability to respond to emails or inquiries within a 24hr time period,
- Must be patient and respectful with members and have the ability to remove personal biases, and
- Must communicate clearly and effectively.

### **b. Director of Tournaments and Post Season Play**

The Director of Tournaments and Post Season Play is accountable for the committee representation and execution of all Association tournaments and providing representation to Ringette Calgary for the EGRT. The Director of Tournaments will lead the development of the tournament execution manual for all tournaments and continuously improve the execution plans to maximize our FUN FIRST Values through the hosting of tournaments.



The following key roles / Committee Leads report to this position:

- Rumble Coordinator & Committee,
- Friendship Tournament Coordinator & Committee,
- Esso Golden Ring Tournament Liaison(s), and
- Regionals / Provincials Coordinator(s) & Committee.

#### c. Director of Community Building

The Director of Community Building is accountable for all Association community building activities that showcase our Fun FIRST Values as well as contributes to the retention and growth of the association membership. The Director of Community Building may provide opportunities for teams to access discounted activities or resources for team building activities.

The following committees report to this position:

- Society Events Committees (stood up as needed and as supported by the Board).

The following key roles report to this position:

- Apparel Coordinator,
- Come Try Ringette Coordinator, and
- Photo Night Coordinator.

#### d. Director of Fundraising

The Director of Fundraising is accountable for all fundraising activities of the association including Casinos, Bingos, Grocery Cards, Corporate Sponsorships or benefits, and any additional fundraising activities the Director of Fundraising and their team proposes for approval to the Board.

The following key roles report to this position:

- Casino Coordinator,
- Bingo Administrator,
- Grocery Card Administrator (and team), and
- Corporate Sponsorship Coordinator.

Skills required for this position are:

- Must be able to have basic accounting skills,
- Must be patient and respectful with members,
- Must maintain confidentiality.

#### e. Director(s) at Large (3)

The Directors at Large are responsible for activities as decided by the Board, such as, i.e. at least one key role and lead or contribute to one committee and/or at least one subcommittee.