



SKATE CANADA
BRAMPTON-CHINGUACOUSY

1050 Sandalwood Pkwy W, Brampton, ON L7A 0K9
905-450-5581 | www.skatescbc.ca

April 27th, 2023

Attention: All SCBC Members

RE: SCBC Board of Directors Nomination

On Sunday June 11th at 1:30pm, Skate Canada Brampton-Chinguacousy will be holding its 2023 Annual General Meeting which there will be an election of members to the Board of Directors (the Board).

The election of Directors will be in accordance with Skate Canada Brampton-Chinguacousy By-laws Section IV 4.3 to 4.7. The closing date for the submission of nominations of prospective Directors is **Monday, May 22nd at 5:00 pm**. Nominations may be made by any SCBC member under By-law 2.11, by written submission on applicable provided Nomination form. Nominations are to be sent via email to Dan Wilkinson, president@skatescbc.ca and Tina Hickey, hickeys@bell.net, the Nominating Committee.

The completed nomination form, **must** be accompanied by a brief autobiography outlining in detail how the prospective candidate can satisfy the requirements of the position. As well, why they wish to serve on the Skate Canada Brampton-Chinguacousy Board. All nominees must indicate acceptance of the nomination in writing prior to the commencement of elections. Nominations will not accepted from the floor at the Annual General Meeting.

Those members who submit a nomination form will be contacted by a member of the Nominating Committee confirming the receipt of the nomination, and explaining the next step in the process. If you have any questions, please contact Dan Wilkinson and Tina Hickey.

Regards,

Dan Wilkinson
Chair – Nominating Committee

Tina Hickey
Committee Member



SKATE CANADA
BRAMPTON-CHINGUACOUSY

NOMINATION CALL 2023

DIRECTOR AT LARGE

SKATE CANADA BRAMPTON-CHINGUACOUSY

NOMINATION FORM – DIRECTOR AT LARGE

(Name of Nominee)

Is hereby nominated by _____

(Name of Nominator)

For the position of Director at Large, on the Skate Canada Brampton–Chinguacousy Board of Directors.

Signature of nominator _____

Signature of nominee _____

Date _____

Nomination forms will be accepted via email and must be received by **5:00 pm on Monday, May 22nd, 2023**. Included with the completed nomination form, a brief autobiography indicating how the prospective candidate can satisfy the requirements of the job description as well as why they wish to serve in this position on the Skate Canada Brampton–Chinguacousy Board.

Yours truly,

Dan Wilkinson
Chair – Nominating Committee
president@skatescbc.ca

Tina Hickey
Parent Member – Nominating Committee
hickeys@bell.net

SKATE CANADA BRAMPTON-CHINGUACOUSY

Elected Director At Large Responsibilities

Criteria

- Strong Communication skills, ability to effectively demonstrate empathy, compassion & respect to all.
- Leadership skills including, but not limited to the following: integrity, visioning/strategic thinking, communication, relationship building, advocacy, adaptability, teamwork, coaching and development, strategic decision making and planning.
- Additional expertise that would be of value to the Board include but is not limited to financial management/oversight; legal; fundraising & sponsorships.
- Ability to meet all expectations, required time commitment, including but not limited to participation in monthly Board and committee meetings and conference/video calls.
- Willingness to represent and promote the SCBC both in person and virtually as required.
- Skating knowledge or a skating background/understanding would be beneficial.

Duties

- Act honestly and in good faith with a view to the best interests of the Club; exercise the care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances. Understanding the organization's vision, mission, strategy, goals, objectives and programs.
- Responsible for review the interpretation, implementation and enforcement of all bylaws, regulations, policies and guidelines of SCBC, Skate Ontario and Skate Canada.
- Be a Member in good standing and act honestly and in good faith, properly exercise powers and avoid conflicts of interest.
- Attend and participate in SCBC Board meetings. Preparing for Board meetings by reading and understanding the agenda package including the Minutes of the Board meetings
- All Directors will prepare a written update for monthly Board meetings and a written update for the Annual General Meeting.
- Ensure that provisions in Skate Canada's Club Code of Ethics as well as the Club's Skater Etiquette and Rules are upheld; ensuring that there are rules governing behaviour on or around the ice surface.
- Respond and take immediate action regarding issues of skater, Coach or public safety (real or perceived) and report the issue(s) to the appropriate individual(s) on the Board and/or Coach to ensure appropriate action is taken.
- Promote and encourage all SCBC members and their families to participate in the all SCBC programming, events and opportunities.
- Work to create and maintain a safe and positive skating environment for everyone (skaters, members, coaches and community members).
- To assist Club members as required in the Club office and all Club events.
- Directors must be willing to perform any other duties from time to time as may be required in the best interests of the Club, including but not limited to assisting with Club office operations, volunteering for Charity Bingos, active participation at all Club Events, attending meetings on behalf of the Club and member engagement.

NOMINATIONS MUST BE RECEIVED BY Email no later than 5:00 pm on Monday, May 22nd, 2023.