

Greenway Amateur Hockey Association

PRESIDENT POSITION DESCRIPTION

Eligibility: Any parent/guardian who has completed the SafeSport training within the last two years and also completed the Minnesota Hockey background check process with a passing result.

Purpose: Overall management and supervision of the Board and general management of the affairs and operations of the association. The President is responsible for setting the long-term direction of the association.

DUTIES

- Responsible for overall operation and organization of GAHA.
- Responsible for scheduling, preparation of and holding monthly Executive Board Meetings to conduct business of the Association.
- Act as the liaison between the Greenway Area Recreation Board and GAHA. This includes communicating with and working closely with the Recreation board in the general operation of the Youth Hockey Program.
- Responsible for attending MN Hockey District Meetings and for relaying the information to the GAHA Executive Board and Association members, or designate another Board member to attend in their absence.
- Ensure the Association is in compliance with the District, MN and USA Hockey.
- Oversee and work with Vice President in day to day GAHA business.
- Oversee and work with the Treasurer and Secretary for all Association business and registration.
- Oversee and work with the Treasurer and the Associations financial responsibilities and status.
- Hold key to post office box and share responsibility of collecting mail with the Treasurer.
- Work together with the Vice President to oversee GAHA Board, Association Directors and Managers.

Other Duties

- Attend Monthly Association Meeting
- All GAHA related documents are saved to GAHA's system and not stored on personal equipment.
- All GAHA email communication is conducted through the GAHA email associated with this position.
- Other duties as assigned by Executive Board.

Benefit: Credit for 15 DIBS and player registration fees waived.

Updated June 2020