



ELEVATE
YOUR GAME

Award and Alumni Ad Hoc Committee

The Award and Alumni ad hoc committee is to provide leadership and direction to help enhance EKVC's alumni relations and oversee the awards and recognition programs. The Committee serves in an advisory capacity to the Board and/or operations staff.

Job description:

- Oversee the awards and recognition program, including reviewing and revising, if needed, the criteria and timelines for awards and recognition.
- Select award recipients each year, in accordance with the criteria and timelines
- Create and update an alumni contact list
- Support alumni activities and events, and leverage alumni talents and resources to benefit EKVC

Time commitment: approximately 3-4 hours per month during the indoor season and 2-3 hours per month during the outdoor season

Work with a Board Director who will chair the committee and report to the Board. The chair (director) will provide clear divisions of labour and role definitions as well as assign action items as needed.

Roles of the Ad hoc Committee Members (Volunteers) shall include:

- i. Each Member shall, on a rotating basis, take on the role of Recorder and, as such, will take notes at the meeting, either electronically or in hard copy and will distribute these notes to all Committee members within three business days.
- ii. Committee members will take on tasks, as identified/approved by Chair and in the work plan, and will act on behalf of EKVC to carry out those tasks,
- iii. Committee members will attend an orientation such that they are aware of the scope of their role and the limitations of their activities i.e. committing EKVC to unapproved expenses and/or use of resources.
- iv. Members will come to meetings prepared to report on work/tasks.

As a volunteer for EKVC, you will be providing youth with an opportunity to help develop their skills in the sport of volleyball within the East Kootenays. If you are passionate about sport and are committed to advancing and promoting volleyball within the community, you'll be gaining new skills and work experience while sharing your gift of contribution and service for others.