



BOARD OF DIRECTORS NOMINATION PACKAGE

COMPOSITION OF THE BOARD

The Board of Directors of Prairie Storm Minor Hockey Association (PSMHA) is composed of the President, elected Directors (minimum of 5 to a maximum of 15) and appointed staff. The President and Director roles are elected positions, elected for a term of two (2) years. Board meetings are typically held monthly with additional special meetings as required. The Annual General Meeting is held annually and represents the last meeting of the current Board.

CORE COMPETENCIES OF ELECTED OFFICERS

Directors shall fulfill all requirements of the Canada Not-for-Profit Corporations Act to the best of their ability and agree to promote the mission and core values of the PSMHA.

Directors of PSMHA will adhere to a Directors Code of Conduct and must be able to represent unconflicted loyalty to all PSMHA members' interests. The core competencies that ideally would be reflected in those interested in serving on the Board of Directors are as follows (all are an asset but not necessarily required):

Principle Characteristics



Commitment and capacity (time, energy and expertise) to fulfill the commitment as a Director



Experience in strategic thinking and planning



Ethical and value-based behavior



Knowledge in the formation of policy and procedures



Ability to identify business risks and develop, in a collaborative environment, appropriate responses to manage the risks



Ability to complete tasks independently as well as work collaboratively in a team environment



General knowledge about roles and responsibilities of a Director and Board



Computer competence



Other attributes that may be considered an asset based on the needs of the Board of Directors include Accounting (CMA, CGA), Legal Designations (LL. B), Professional Qualifications (MBA, Sports Science), Personnel Management (Human Resources), Media/Marketing or Public Relations experience, Project Management, Strategic Planning experience or organizational development

Role and Responsibilities of the Board of Directors



Establish the mission, vision and values of PSMHA



Develop and monitor progress of the strategic plan



Provide leadership to the association and enforce its values and ethics



Educate itself about the priorities and values of the membership through participation in activities throughout PSMHA, and purposeful communication and consultation



Monitor emergent issues and bring forth to the Board for review



Ensure the hiring and supervision of the Executive Director



Ensure succession plans are in place and kept up to date



Promote PSMHA programs to its members, public and sponsors



Ensure the long-term financial stability of the organization



Develop, approve, review and monitor the implementation of organizational policies



Review and recommend changes in the By-laws and Articles of incorporation to identify matters that require approval at the annual AGM



Oversee the nomination process for the AGM



Review and hear dispute and discipline matters in a format consistent with the organization's mission

All candidates for election as President/Director must be submitted on the following Candidate Nomination Form. Eligibility information can be found in the PSMHA Policy and Procedures and Bylaws and Regulations.



PSMHA CANDIDATE NOMINATION FORM

Nominated for the Position of: _____

NOMINATOR'S INFORMATION

Nomination Made By:

Telephone Number:

Signature of Nominator: _____ **Date:** _____

CANDIDATE'S INFORMATION

Name of Candidate:

Telephone Number:

Email Address:

As a nominated candidate, I have read, understand, and meet the qualifications for the position I have been nominated for.

Signature of Candidate: _____ **Date:** _____

Candidate nomination forms must be accompanied by a personal profile that can be shared with the PSMHA membership.

Nominations forms are to be submitted to the PSMHA Executive Director at execdirector@psmha.ca by June 4, 2024, to be considered.