

# WEST FARGO HOCKEY ASSOCIATION

## Board of Directors Candidate Application

Name of Candidate:

Sarah Elkins

Level of Player(s):

Pee Wee: 2020-2021 Hockey Season

Position you are interested in:

Secretary

Qualifications/What makes you a good fit for this position:

For the past 5 years that our family has been a part of the West Fargo Hockey Association my husband and I have contributed our hours and volunteer requirements through the projects that have been posted on DIBS. Each year as we become familiar with the organization we are always looking for different ways that we can become involved. My husband is a former hockey player and can skate so often looks to help with the Intro to Hockey sessions, as an extra pair of hands on the ice with my son's team or working tournaments. I have never had on a pair of skates in my life! If I had I would probably be out there with those cute little Termites that are learning how to navigate the ice.

As I become more acquainted and comfortable with the world of hockey I'm constantly on the lookout for chances to learn new things about the sport and get involved. Those are some of the reasons that I gravitated towards the Jersey Project and the Medical Bag Inventory and Replenishment DIBS. They were both options where I could research, learn, ask questions, organize information, interact with new members and make a contribution to the association. The prospect to serve in the capacity as the Board Secretary is this same kind of opportunity. It will allow me build on what I have learned so far about the West Fargo Hockey Association and continue to serve an organization that is growing and developing each season.

In my profession as a Reading Specialist at the elementary school level I work with a variety of individuals for students receiving intervention services. This requires an ability to prioritize needs, keep accurate and ongoing records of student progress as well as document meeting notes. Over time I have also refined a way of being able to see multiple perspectives of an issue from different points of view. Working on the WFHA Board will put me into contact with a variety of people in many unique roles all of whom may have a different view on a topic. Being able to comprehend each point of view and then coordinate notes, information and ideas into one document or final product will allow me to utilize these existing skills for the association.

Organization is something that I love and just seems to come naturally to me. It is easy for me to envision a way to compile information, data, notes or research into a format that will make it quick to find. This was certainly an asset that I used when working on past projects for the association and organization is an expectation for the Secretary. With many outlets to communicate

to and reports to disseminate keeping accurate records of dates, times and materials is imperative for a well-functioning executive board member.

In our current society communication, especially online and digital formats have become prevalent to the way we function. Being able to exchange and relay accurate information as related to meetings or notices is crucial. Each year there is growth and refinement from the Stampede organization in the way that it communicates with all members and stakeholders. This is a standard that I would like to uphold and carry on. As someone who is conscious of sharing accurate information I always take notes, clarify information that may not be easily understood and ask questions to be sure that I have an adequate understanding of an issue. Being prepared to share information also means taking the time to check-in with someone on a committee, follow up with a request or respond to information. Being a good communicator is not all about telling but also about listening. Taking the time to listen and understand is just as important as sharing what you have to say.

It is with sincere intentions that I am submitting my application for consideration of the Board Secretary position. I understand that this will be a long term commitment and requires tenacity and dedication to see it through to the end. Since the board is looking for 5 new members to fill the upcoming vacancies there will be an inherent learning curve as there is with all new adventures. I can promise you that I will come with the patience necessary to learn new responsibilities and strive to fulfill the requirements of this position to the best of my ability. While I can offer many qualities that would make me an excellent fit for this position I believe that teamwork, a positive attitude and dedication are those that will serve the West Fargo Hockey Association in the best possible way

Finally I am leaving you with a few words from my personal Bio for Meet the Candidates as I truly believe what I said and it bears repeating here:

*A while back an individual serving on the board recognized in me the potential and skills that I possess that could positively impact both the executive board and the organization as a whole. This speaks to the kind of organization and membership that I would be honored to be a part of; the kind of association that identifies the talents within that can make a positive impact on all members and strengthen the team as a whole.*

*If chosen I am committed to seeing it through with the time, effort, dedication and flexibility that the role of secretary will require. Being part of the board is a privilege that should be taken seriously. These members are working tirelessly behind the scenes to support the association and all of its members. Like the structural systems of a house that are often hidden and unseen by most they keep everything running smoothly to ensure the best possible experience for the boys and girls that just want to play hockey!*

