

GLA’s *Virtual* AGM  
October 5th, 7-9pm

***“Alone we can do so little; together we can do so much.”* –** Helen Keller

**Board Executive Positions Seeking Nominations**

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| --- | --- |
| President (1-year term) | Operations Director (1-year term) |
| Treasurer (2-year term) | Registrar (2-year term) |
| Girls Program Director (2-year term) | Fundraising Director (1-year term) |

**What is the process for applying?**

The first step is determining which position you would like to apply for -- you may find reviewing the role descriptions and eligibility criteria (below) as well as the [GLA Constitution](https://www.gloucester-lacrosse.com/page/show/6392943-gla-constitution) helpful. Then complete your application form using this [link](https://forms.gle/7LAS3s82tMTefqvCA) before midnight on **October 1st, 2021.** If you have any questions regarding the application process or completing your application, please reach out to Sarah, GLA Executive Secretary at [secretary@gloucester-lacrosse.com](mailto:secretary@gloucester-lacrosse.com).

**What happens if there is more than one person who applies for the same position?**

Each nominee will be asked to introduce themselves at the AGM and share with the voting membership what their goals are for the role they wish to be voted to. All present members at the AGM will then cast a vote for the individual they would like to see in the role. The nominee with the most votes will win the position.

**What are the roles and responsibilities for each position?**

In this section you will find descriptions for each of the Board Executive positions seeking nominations in 2021. These descriptions were taken from the [GLA Constitution](https://www.gloucester-lacrosse.com/page/show/6392943-gla-constitution).

***President (1-year term)***

Description: *The President shall preside at all meetings of the GLA Board of Directors and the Management Committee; he/she or his/her alternate, shall call all meetings as required for the effective management of the GLA. He/she shall call such extraordinary meetings as may be required when requested to do so by half or more of the members of the Board of Directors. He/she shall be designated as a signing officer on contracts or other legal documents on behalf of the GLA. He/she shall be a designated signing officer on Association cheques and act in conjunction with the Treasurer and Executive Secretary, to ensure that the signatures of two of the three designated signing officers appear on all GLA cheques. The President shall sit as Standing Member of the Finance and Budget Committee and as a member of any other duly constituted Committee, as deemed necessary. He/she or his/her representative shall represent the GLA at all Zone 5, OLA or other external meetings.*

Eligibility: Must have previously served at least one full year in a position with the GLA as an elected Board Member or as an appointed member of the GLA Management Committee.

***Operations Director (1-year term)***

Description: *The Operations Director shall be responsible for all “off-floor” activities and the overall running of the GLA. The Operations Director will have the added responsibility for the identification and recruiting of volunteers to fill various operations roles including, but not limited to, scheduling, purchasing, equipment, jerseys, apparel, and storage/rental agreements. He/she shall be responsible estimating related annual operating costs to be provided to the Treasurer during the budget preparation process.*

Eligibility: Must have previously served at least one full year in a position with the GLA as an elected Board Member or as an appointed member of the GLA Management Committee.

***Treasurer (2-year term)***

Description: *The Treasurer shall collect, properly record and maintain an appropriate bank account for all finances involving the GLA. He/she shall submit regular financial statements to the Board of Directors for approval. He/she shall present an audited financial statement to the Annual General Meeting. He/she shall pay all accounts with Board of Director approval, by Association cheque. He/she shall be the primary signing officer on Association cheques and act in conjunction with the President and the Executive Secretary, to ensure that the signatures of two of the three designated signing officers appear on all GLA cheques. The Treasurer shall consult with the other GLA Directors as appropriate to ensure the development of an appropriate budget for the forthcoming year, which will be subject to the consideration and approval of the Management Committee.*

Eligibility: Nominees for this position must hold either a recognized financial designation or be able to demonstrate previous experience in a similar position with a minor sports association.

***Registrar (2-year term)***

Description: *The Registrar organizes and oversees the registration of players, coaches and volunteers using the approved Ontario Lacrosse Association (OLA) online registration platform. He/she shall work to approve registrations for each of the programs being provided by the GLA and shall work to collect all necessary documentation required for participation in programming (i.e., proof of birthdate, police record checks).*

Eligibility: There are no eligibility criteria for this position.

***Girls Program Director (2-year term)***

Description: *The Girls Program Director is responsible for the design and delivery of the GLA Girls Program – Lady Griffins (including both competitive and house league components). He/she shall be chairperson of the Girls Program Development Committee, to be constituted of the President and the operational Directors as appropriate. He/she shall be responsible, with the members of the Girls Program Development Committee for evaluating and preparing a proposal considering all aspects of the GLA Girls Program for the consideration and approval of the Management Committee. The Girls Program Director will have the added responsibility for the identification and recruiting of volunteers, to fill various roles (i.e. coaches, convenors, trainers, managers, etc.) as needed.*

Eligibility: Must have previously served at least one full year in a position with the GLA as an elected Board Member or as an appointed member of the GLA Management Committee.

***Fundraising Director (1-year term)***

Description: *The Fundraising Director shall be responsible for all GLA club fundraising activities and shall present and make recommendations on team fundraising proposals to the GLA Board of Directors. The Fundraising Director will have the added responsibility for the identification and recruiting of volunteers to undertake various fundraising activities. He/she shall be responsible for preparing a proposal considering all aspects of the annual fundraising plan for the consideration and approval of the Management Committee.*

Eligibility: There are no eligibility criteria for this position.