



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 PSMHA Executive Director at execdiretor@psmha.ca to be considered.