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2021 Call for Applications to the Skate Canada Board of Directors

From: Nicole Leblanc-Richard, Recruitment & Development Committee Chair

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Would you like to be part of a dynamic and engaged policy board with one of the premier National Sport Organizations in the world? Skate Canada, the national sport body for figure and synchronized skating in Canada, invites individuals to share their skill, talent, 'value add' experience, and passion to serve on the Board of Directors. Skate Canada is a grassroots organization with elite sport exposure serving 180,000 registrants in over 1,000 member clubs in 10 regional sections, with 10,000 supporting volunteers and 5,800 professionally qualified coaches.

Skate Canada is committed to anti-racism and the promotion of equity, diversity, and inclusion across its membership and in programming and leadership as the organization works toward positive change in sport.

The Recruitment & Development Committee (RDC) is seeking prospective candidates to serve on the Skate Canada Board of Directors. The Skate Canada Board, comprised of an elected President and up to twelve Directors, is accountable to the organization's membership for providing competent, conscientious, and effective fulfillment of the Board's three primary roles: setting direction, strategic planning, and monitoring and evaluation. Elections will take place at the 2021 Annual General Meeting (AGM) to be held on Friday, May 28, 2021 through a virtual platform.

Members of the Skate Canada Board of Directors are not financially compensated as Skate Canada is a not-for-profit organization; however, reasonable expenses incurred while attending to Skate Canada business will be reimbursed.

Current members of the Skate Canada Board of Directors and national committees, Skate Canada coaches, interested Skate Canada registrants who are in good standing, and other

interested individuals are invited to submit their application for the following six (6) available board positions which will be elected at the 2021 AGM:

- President – 4-year term of office
- Regional Director Ontario – 2-year term of office (*see eligibility criteria below*)
- Regional Director Atlantic – 2-year term of office (*see eligibility criteria below*)
- Director at Large – 2-year term of office
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The role of the RDC is to ensure that there is a full complement of qualified candidates for election at the AGM. The RDC will review the skill sets of the applicants against the established skills and competencies required of the board and recommend those applicants who meet the requirements. Recommendations will not be limited to the number of positions available; rather, all applicants who meet the requirements will be supported by the RDC and put forward as election candidates.

Eligibility Criteria for Regional Directors (Atlantic/Ontario): Individuals seeking to run for a Regional Director position must meet the following eligibility criteria:

Candidates are restricted to persons who are registrants in good standing and a resident in the relevant Sections:

- **Atlantic** – New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland & Labrador
- **Ontario**

Additional Criteria for Regional Directors - "*Recent and significant experience at the Section and/or Club Board level*.":

- Recent is defined as within the past 3 years
- Significant experience is defined as involvement in a number of aspects at the club and/or section committee or board level relating to skating programs, club development, marketing & sponsorship, and/or coach & official development.

An information package (Webpage) has been developed for prospective applicants and will serve to provide an overview of the governance structure of Skate Canada, and to outline the role and expectations of Directors. The package includes:

- Skate Canada Board of Directors Skills and Competency Requirements
- Skate Canada Board of Directors and Chairs Job Descriptions

Application
Interested applicants are required to submit/complete the following information:

- ☐ **Skate Canada Board of Directors online application form**
- ☐ **Head shot photo –** to be uploaded when completing the online application form.
- ☐ **Three letters of reference**
  Applicants who are not current Skate Canada board members are required to submit three letters of reference (produced within the last 12-months) in support of their application directly to Denise Edwards at dedwards@skatecanada.ca.
- ☐ **Skate Canada – Confirmation to Act as a Director form**
  All applicants are required to sign the "Skate Canada Confirmation to Act as a Director" form and to submit the signed form directly to Denise Edwards at dedwards@skatecanada.ca (form posted to the 2021 Board of Directors Elections webpage)
- ☐ **Notification to Section Chairs**
  As a matter of courtesy, all applicants should notify their Section Chair of their intent to run for the Board.

All parts of the application, including photos, letters of reference, and signed Skate Canada Confirmation to Act as a Director forms must be submitted by March 14, 2021.

2021 Skate Canada Nominating Report Book: Candidates who are supported by the RDC will have the contents of their application and their photo published in the online 2021 Skate Canada Nominating Report Book, which will be visible to all Skate Canada registrants/members.

Please note: The number of votes for each candidate will not be announced after the election at the AGM. Any requests for detailed results will be handled by the President (Chair of the AGM) on a case-by-case basis.

The RDC thanks all individuals for their interest in serving on the Skate Canada Board and invite questions or conversations on any aspect of the nomination process.

Nicole Leblanc-Richard
Chair, Recruitment & Development Committee