



# APPLICATION PROCESS & BACKGROUND INFORMATION

## BOARD OF DIRECTORS 2024-2025

### 1. About Volleyball BC

Volleyball BC is a non-profit organization that actively encourages participation and fosters the development of volleyball in BC. As the provincial sport governing body, we are dedicated to making volleyball accessible to all British Columbians. Volleyball BC offers programs for athletes of all ages ranging from grassroots to high performance, as well as for coaches and officials.

### 2. About Volleyball BC's Board of Directors

Volleyball BC has a policy-based and governance-focused board, which sets policy and hires a CEO to implement policy and the day-to-day work of the organization. The Volleyball BC Board of Directors is accountable to its members – the competitive players, coaches and referees who are voting members of Volleyball BC. It is expected that the Board will carry out its responsibilities in a consultative fashion.

### 3. How is the Board of Directors structured?

The Board of Directors has between seven and nine members – President, Vice-President/Secretary, Treasurer, Athlete Representative, three Directors at Large and up to 2 appointed Directors.

Elected Directors serve terms of two years and will hold office until they or their successors have been duly elected unless they resign, or are removed from or vacate their office. Appointed Directors will serve a term of one year.

Volleyball BC is committed to encouraging diversity, inclusion, equity and access in its administration and governance. Part of this is encouraging equitable representation on the Board and Committees. We support applications that reflect the diversity of our membership on our Board and Committees.

For 2024-2025, we are seeking candidates for 3 positions on the VBC Board of Directors:

- **Vice-President (2-year term)** – *responsible for the documentation of all amendments to the Society's By-Laws, will be responsible for the documentation of all policies approved by the Board, will cause to be recorded the minutes of all meetings of the Board and Members, will give due notice to all Members of the meeting of the Members of the Society, and will perform such other duties as may from time to time be established by the Board.*
- **Athlete Representative (2-year term)** – *represents the interests of the high performance athletes in any Board discussions that affect high performance training, competition, hosting and/or the ability of the athletes to perform, will liaison between high performance athletes and the Board, and will ensure that communication takes place between high performance athletes regarding issues of interest and impact to the high performance programs.*
- **One Member-at-Large (2-year term)**

#### 4. Who is qualified to be a Director?

To be eligible for election as a Director, an individual must:

- Be 18 years of age or older;
- Have the power under law to contract;
- Have not been convicted of an offense involving fraud in the past five years;
- Have not been declared incapable by a court in Canada or in another country; and
- Not have the status of an undischarged bankrupt.

The VBC Board requires individuals who enjoy focusing on the big picture and being less involved in program and administrative detail. The following describe the desirable characteristics of an ideal individual board member:

##### Personal Attributes

- A board member should have a broad range of experiences in volleyball. Experience as an athlete, coach, official, organizer, administrator and ideally, in more than one role, will help the board member appreciate the variety of perspectives that must be considered in developing plans and policies.
- Strategic, big-picture thinker –a potential board member should enjoy the conceptual nature of policy development and strategic planning.
- An individual should demonstrate engagement and integrity. They are committed to and passionate about VBC’s vision, mission and values. They uphold high ethical standards and integrity in professional and personal details.
- A very desirable characteristic of a board member will be strong interpersonal skills – articulate, comfortable with diversity of people, good listener. Members of the board will need to be able to work effectively with strong, diverse personalities and be able to relate to various member groups. Expertise in equity, diversity, and inclusion and/or experience with equity-deserving groups is an asset and will be considered.
- A Member of the board needs to be a team player. The ability to commit to a common way of working and speaking with one voice requires the Member of the board to be able to share leadership and take on different roles for the common good of the board and the association.
- Time to commit to being a member of the Board. The changed nature of the Board will require that Directors come to meetings fully prepared and on time, engaged, listens, speaks up respectfully and works to resolve issues

##### Experience and Skills

The Board of Directors of Volleyball BC should, as a whole, possess the following skills and experience, while individual Directors must possess more than one.

- Leadership and Prior Board Experience
- Understanding and Knowledge of Volleyball
- General Business Development
- Legal, Governance and Planning Experience
- Accounting and Financial experience
- Communications
- Human Relations Management
- Member and Community Relations
- Risk Management

**For 2024-2025, we are particularly interested in individuals with the following experience:**

- **Experience as a Team BC or national team player in indoor or beach volleyball (for the Athlete Representative position).**

## 5. How will Directors be selected?

The objective of the selection process is two-fold:

- to ensure that the Board does not operate as a constituency-based representative Board of Directors, but rather as a strategic policy Board, and
- to ensure that, collectively, the Board members are qualified to bring to the Board table the knowledge and expertise required to fulfill the vision and mission of Volleyball BC.

Nominations will be provided to the Nominations Committee. The Nominations Committee will review all application and undertake the selection process for presentation of nominees to the membership.

## 6. What information is required to support each application?

Each applicant must complete and sign an Application Form and submit it to the Nominations Committee.

Once applications have been received by the Nominations Committee, a due-diligence process will be conducted. This will include a review of the candidate's qualifications and identification of any conflicts of interest or other significant matters which would preclude the candidate from successfully fulfilling the duties of a Director. As part of this due-diligence process, short-listed candidates may be interviewed by the Nominations Committee.

Nominees will be required to undergo a Criminal Record Check and complete a Screening Disclosure Form. Successful Board members will also be required to complete Commit 2 Kids training and the CAC Safe Sport training module as part of the onboarding process.

All parties are obligated to respect the privacy interests of any individual who may be identified as a potential applicant. Information about applicants is confidential and may not be disclosed for purposes outside the selection process.

## 7. Timelines

Qualified candidates are encouraged to apply by completed the Application Form and submitting it to the Nominations Committee at [nominations@volleyballbc.org](mailto:nominations@volleyballbc.org) by 5:00pm on **April 14, 2024**.

The Nominations Committee will review all nominations and communicate them to members in advance of the 2023 Annual General Meeting, which will take place electronically on **May 14, 2024 at 6.30pm PDT**.