



APPLICATION PROCESS & BACKGROUND INFORMATION

BOARD OF DIRECTORS 2023-2024

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 2023-2024, we are seeking candidates for 4 positions on the VBC Board of Directors:

- **President (2-year term)** – *responsible for leading the Board, ensuring that the Board is organised properly and meets its obligations and responsibilities, and promoting member, public, and stakeholder relations.*
- **Treasurer (2-year term)** – *works with staff to keep financial records as are necessary to comply with the Societies Act; oversees the preparation of the yearly financial statements in a form satisfactory for audit; chairs the Finance and Audit Committee, and is responsible for coordinating all financial matters of the Society.*
- **Two Members-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.
- 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.

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

For 2023-2024, we are particularly interested in individuals with the following experience:

- **Sponsorship, corporate partnerships, and fundraising**
- **Chartered Professional Accountant (for the Treasurer role)**

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 which is comprised of three existing Directors and one independent individual. 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 by 5:00pm on **May 16, 2023**.

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 **June 15, 2023 at 6.30pm PDT**.