



Appendix 25-37

BOARD OF DIRECTORS
Terms of Reference

Name	Board of Directors
Mandate and Duties	<p>As a member of Lacrosse Canada (LC) Board of Directors, all Director positions have incumbent in them, all of the duties and responsibilities as outlined below (Composition and Key Duties by Position section) in addition to those found in Appendix 25-24 of the Operations Manual. In addition, there are specific representative responsibilities included in these positions.</p> <p>All Directors shall be responsible for abiding by the Bylaws, Regulations, and procedures of the LC. Each Director is required to:</p> <ul style="list-style-type: none">a) attend general meetings of the Association, meeting of the Board and other meetings called by the President;b) submit a written annual and semi-annual report of his/her program areas and activities at least four weeks prior to each meeting of the Board;c) prepare an annual budget for programs under his/her jurisdiction;d) monitor the financial position of his / her program area;e) formulate recommendations to the Board as necessary;f) promote the positive image of the LC and objectively represent the decisions made by the Board and its members;g) sit on LC committees as per their individual terms of reference and as appointed by the President;h) maintain contact with the sport community, the corporate sector, the media and the general public speaking on behalf of the LC on specific issues related to the sport and LC;i) represent the LC to specific events where appointed (e.g. convenors, international, national, or provincial events);j) complete and provide to the Board the LC Conflict of Interest declaration, and alert the LC immediately when a potential conflict arises during ones term in office; and,k) perform other duties as outlined below or assigned by the Board.
Authority	Please refer to the LC Bylaws
Composition and Key Duties by Position	<p>The Board of Directors will be composed of the following individuals:</p> <p><u>PRESIDENT:</u></p> <p>The President is an officer of the Corporation and will be responsible for the general supervision of the affairs of the Corporation; will preside at meetings of Members and at meetings of the Board; will be responsible for the operation of the Board; will be the official spokesperson of the Corporation; and will perform such other duties as may</p>

from time to time be established by the Board.

The President has the power, on an emergency basis and/or in the best interests of lacrosse, to discipline any player, coach, manager, trainer, lacrosse team or official for any conduct which is in breach of the Articles, Bylaws, Regulations or Rules of the Corporation, subject to the right of appeal to Appeals Committee.

In addition, the President:

- a) provides leadership toward the accomplishment of the mandate and objectives of the LC;
- b) chairs or appoints a chairperson for the SAM, the AM, and the Board of Directors meetings;
- c) monitors, directs and coordinates the activities of the other Directors as required;
- d) ensures all duly resolved directions of the Board are put into effect.;
- e) monitors and supervises the overall direction of LC activities;
- f) acts as the official representative of the LC to the Federation of International Lacrosse;
- g) acts as official representative of the LC to Sport Canada and other government agencies;
- h) maintains contact with the sport community, the corporate sector, the media and the general public, speaking on behalf of the LC on overall issues related to the sport and the LC;
- i) liaises with the Canadian Lacrosse Foundation. The President, by mutual agreement, may delegate this role to the LC Director Administration;
- j) Is a member of and participates on the following LC committees:
Minto Cup
Ex-officio on all LC standing and operational committees

DIRECTOR ADMINISTRATION:

The Director Administration is an officer of the Corporation and will be responsible for overseeing the finances of the Corporation; strategic and operational planning; office administration and operations; and Corporation governance. He/she will ensure the care and custody of all the funds and securities of the Corporation in such banks or other financial institutions as the Board of Directors may direct, and will perform such other duties as may from time to time be established by the Board. The Director Administration will act for the President if the President is unable to act.

In addition, the Director Administration:

- a) Calls and Chairs meetings of the following LC committees:
Finance and Audit Committee
Membership Committee
- b) Is a member of and participates on the following LC committees:
Minto Cup

DIRECTOR MARKETING AND COMMUNICATIONS:

The Director Marketing and Communications is responsible for the following duties:

- a) Marketing;
- b) Sponsorships;
- c) Publications;
- d) Volunteer Recognition;
- e) performs such other duties as may from time to time be established by the Board.

DIRECTOR HIGH PERFORMANCE AND INTERNATIONAL RELATIONS:

The Director High Performance and International Relations is responsible for the following duties:

- a) represents the LC at all meetings of international lacrosse organizations (Federation of International Lacrosse (FIL));
- b) recommends to the LC President a designate to attend any international meeting in the event that he/she is unable to attend. The final approval rests with the President;
- c) direct the LC's role in International Development;
- d) in consultation with the LC executive determine who will receive LC endorsement as a International Board representative;
- e) management of the LC's bid process to select a host for an International Event;
- f) management of all National Team programs;
- g) sanctioning of national teams
- h) attends National Team competitions when deemed necessary;
- i) liaises and communicates with the Athlete Director on all National Team plans and issues;
- j) selection of Canadian Officials to attend International Competitions;
- k) performs such other duties as may from time to time be established by the Board;
- l) Calls and Chairs meetings of the following LC committees:
 - National Teams Committee
 - Bid Review Committee

DIRECTOR NATIONAL CHAMPIONSHIPS:

The Director National Championships is responsible for the following duties:

- a) National Championships;
- b) National Invitational Tournaments;
- c) Appointment of Event Convenors;
- d) Manages the selection of Officials to National Championship events;
- e) performs such other duties as may from time to time be established by the Board;

- f) Calls and Chairs meetings of the National Championships Committee;
- g) Is a member of and participates on the following LC committees:
Minto Cup

DIRECTOR DOMESTIC DEVELOPMENT:

The Director Domestic Development is responsible for the following duties:

- a) Oversees the development of the LC Coaching program (including NCCP);
- b) Oversees the development of the LC Officiating program (including NOCP);
- c) Oversees athlete development and grassroots programming;
- d) School Programs;
- e) Technical Bulletins;
- f) How to Programs;
- g) Sector Administration;
- h) Domestic Development Initiatives;
- i) performs such other duties as may from time to time be established by the Board;
- j) Is a member of and participates on the following LC committees:
Coaches Committee
Officials Committee
LTAD Committee
Membership Committee
Lacrosse FITS Committee (ex-officio)

INDIGENOUS DIRECTOR:

The Indigenous Director is responsible for the following duties:

- a) provide education on First Nation lacrosse culture and history to the LC Board of Directors, sectors and members;
- b) act as a liaison with First Nation and Indigenous organizations in conjunction with the MAs;
- c) assist the LC and its Members in contacting and accessing First Nation and Indigenous communities to initiate development in conjunction with the MAs;
- d) represent the LC at events that are specific to First Nation and Indigenous development;
- e) performs such other duties as may from time to time be established by the Board;
- f) calls and chairs meetings of the Indigenous Development Committee.

ATHLETE DIRECTOR:

The Athlete Director will have the following responsibilities:

- a) Provide oversight of the National Team Athletes
- b) Attend and actively participate in all Board of Director meetings
- c) Perform such tasks as assigned by the Board of Directors in a timely manner

	<ul style="list-style-type: none"> d) Responsible for assisting the LC with the promoting, monitoring and auditing of the LC High Performance policies with all aspects of National Team program in particular, the National Team Athletes: e) Communicate and advocate the views and interests of the High Performance Team athletes in coordination with the Director High Performance & International Relations f) Keep athletes informed of relevant policies, programs and their development; g) Keep in constant, direct contact with National Team athletes during the course of their individual term as a National Team athlete. h) Attend when necessary any meeting of the national team program i) Lead the development of an Alumni base to support national team programming. j) Liaison between NT Athletes and LC Board of Directors k) Attend AthletesCAN Forum l) Conduct National Team Player surveys post World Championship events m) With the LC Office Staff, ensure players are informed about any changes to the Canadian Anti- Doping Program and WADA Policies, and Insurance. n) Ensure players are informed about appeals procedure, including LC procedures, Sport Dispute Resolution Centre of Canada (SDRCC) and Court of Arbitration for Sport (CAS) o) Ensure players are informed about external funding and grant programs p) Ensure athletes are informed of post-playing opportunities within the LC (board positions, coaching positions) <p><u>DIRECTORS AT LARGE:</u></p> <p>The Directors at Large are responsible for the following duties:</p> <ul style="list-style-type: none"> a) acts as a liaison between the Members and the LC Board; b) provide Member Association type background to Board topics of discussion; c) performs such other duties as may from time to time be established by the Board;
Meetings	The Board will meet by telephone or in person, as required. Meetings will be at the call of the Chair.
Resources	The Board of Directors will receive the necessary resources from the LC to fulfill its mandate. The Board of Directors will receive administrative support from the LC National Office.
Reporting	The Board of Directors report to the Members.
Approval and Review	These Terms of Reference were prepared by the Board of Directors and were updated by the LC Members on November 2018. The Board will review these Terms of Reference on a regular basis, with input from the Members as required.
Other	Any provisions of the LC's Bylaws and Regulations as they relate to the Operating Committees will also apply.