



# FORT SASKATCHEWAN MINOR SPORTS ASSOCIATION

## TITLE: MS DIRECTOR RESPONSIBILITIES

POLICY #: 4146

Created: August 23, 2017	Last updated: August 29, 2017	Approved: XXXX
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Ver no.	Effective Date	Significant Changes

### 1.0 Purpose

To outline the roles and responsibilities of the Minor Sport Directors of the Fort Saskatchewan Minor Sports Association's (FSMSA) Board of Directors.

### 2.0 Scope

This policy only applies to the FSMSA's Minor Sport Directors.

### 3.0 Terms

**Minor Sport Director** – A member of the FSMSA Board of Directors who has been appointed by each Minor Sport program under the umbrella of the FSMSA. The Minor Sport Director serves as a liaison between the FSMSA Board and their Minor Sport's Executive Committee.

### 4.0 Policy

- 4.1 The Minor Sport Directors shall ensure that the Policies of their Minor Sport Program align with the FSMSA Policies, and endeavour to keep current their Minor Sport's Policies.
- 4.2 Each Minor Sport Director shall annually present to the FSMSA Board a list of elected executive members of their sport.
- 4.3 The Minor Sport Directors shall present their Minor Sport's annual budget to the FSMSA Board for approval. This budget shall include revisions when appropriate.
- 4.4 The Minor Sport Directors shall be responsible for the communication between the FSMSA Board and their Minor Sport's Executive Committee regarding the business and financial matters of both parties.