



SPECIAL EVENTS COORDINATOR

The Special Events Coordinator is responsible for organizing association-wide events that foster community engagement and celebrate the SGHA's players and volunteers. It is expected that committees be formed for each major event to ensure effective planning and execution. Duties include:

- a. Maintain knowledge of the Constitution, policies, and procedures of the OWHA and the SGHA.
- b. Oversee the planning of special events for the season, including securing locations, coordinating volunteers, and liaising with event committees.
- c. Request resources from the Board as necessary for successful event execution.
- d. Submit proposals for new Association-level events to the Board for approval.
- e. Implement Board-approved events and work with team special events representatives through Convenors.
- f. Assist with other SGHA activities and serve on committees as required.
- g. Annual events may include but are not limited to:
 - Try Hockey Events
 - Parade of Lights
 - Christmas Volunteer Social
 - Alumni Game
 - Fill the Bus – Stittsville Food Bank Fundraiser
 - SGHA Hockey Fights Cancer Tournament
 - Annual Banquet

May delegate any of the foregoing duties and responsibilities as appropriate.