

## President

**Position Type:** Volunteer

**Reports to:** Board of Directors, Lacombe Minor Softball Association (LMSA)

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### Job Description:

The President of the Lacombe Minor Softball Association (LMSA) serves as the chief executive officer and the primary leader of the association. This role is responsible for overseeing the overall operations of the association, ensuring that all programs, policies, and activities align with LMSA's mission, vision, and goals. The President works closely with the Board of Directors, volunteers, and community stakeholders to support the growth and development of softball within Lacombe, while maintaining compliance with the legal and regulatory requirements as a recognized society within the Government of Alberta.

The President provides leadership, ensures effective governance, and acts as a spokesperson for LMSA.

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### Key Responsibilities:

#### Leadership & Governance:

- Provide overall leadership to the association, ensuring that its activities align with the strategic goals, mission, and values of LMSA.
- Preside over all board meetings, ensuring productive discussions and clear decision-making processes.
- Work closely with the Board of Directors to develop and implement policies, procedures, and initiatives that support the long-term growth and sustainability of the association.
- Ensure that the association complies with all applicable laws and regulations, including filing the annual return with the Government of Alberta, in collaboration with the Treasurer and Secretary.

#### Strategic Planning:

- Lead the development of LMSA's strategic plans and ensure that the association is working toward its long-term goals.
- Collaborate with board members to identify and evaluate growth opportunities, including new programs, partnerships, or community engagement initiatives.
- Develop, with input from the Board, annual objectives and ensure resources are in place to achieve the organization's goals.

#### Board Management:



- Serve as the primary liaison between the Board of Directors and operational committees, ensuring that board decisions are communicated and implemented effectively.
- Foster a collaborative and positive working relationship among board members and volunteers.
- Facilitate the recruitment, onboarding, and mentoring of new board members to ensure leadership continuity.

**Communication & Representation:**

- Act as the official spokesperson for LMSA, representing the association in the community and at local events.
- Establish and maintain strong relationships with community partners, sponsors, local government, and other softball associations.
- Ensure that the association's vision and activities are communicated clearly to members, volunteers, and the public.

**Operational Oversight:**

- Oversee the operations of all programs and events, ensuring they run smoothly and meet the needs of players, coaches, and families.
- Provide oversight of LMSA's financial health, working closely with the Treasurer to ensure responsible budgeting, fundraising, and financial management.
- Support the development of programs, tournaments, and events that enhance the growth and development of the sport in Lacombe.

**Conflict Resolution:**

- Address and mediate any issues or disputes that may arise within the association, including player, parent, or coach conflicts.
- Ensure that LMSA's code of conduct and policies are enforced, promoting fairness, respect, and sportsmanship within the organization.

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**Authority:**

- The President has the authority to make decisions regarding the daily operations of LMSA, in accordance with the policies and procedures approved by the Board of Directors.
- Has the power to sign legal and financial documents on behalf of the association, in conjunction with the Treasurer or Secretary when necessary.
- Represents LMSA in negotiations, partnerships, and agreements with external parties, ensuring that the association's best interests are upheld.

**Commitment:**

- The President is expected to attend all board meetings, general meetings, and any significant events hosted by LMSA.
  - Availability to manage high-level operations and provide leadership throughout the year is required, particularly during the softball season.
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**Term:**

This position runs for a two-year term with the possibility of reappointment by the Board of Directors.