



RINGETTE ALBERTA

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# DIRECTOR BRIEF

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## OVERVIEW

In 1976, Ringette Alberta became a registered society under the Alberta Societies Act. Ringette Alberta is a non-profit, governing body for the sport of Ringette in Alberta.

Ringette Alberta is considered one of the leaders of the sport in Canada and has demonstrated a culture of innovation for two decades and continually strives for organizational excellence.

Led by a committed group of volunteer Directors, Ringette Alberta benefits from incredible expertise and dedication of hundreds of volunteers who we rely upon to provide the best possible environment for our participants to enjoy the game and achieve their definition of success.

With an annual operating budget of ~1M and a staff of 6, Ringette Alberta supports the involvement of over 6,500 athletes, 1,600+coaches, 400+ officials, 40 local ringette associations, and 5 leagues.



**BUDGET OF ~1M**



**STAFF OF 6**



**7,000 ATHLETES**



**1600+ COACHES**



**400+ OFFICIALS**



**40 LOCAL RINGETTE ASSOCIATIONS**



**7 LEAGUES**



# OUR FOUNDATION



## OUR VISION

"Ringette is a prominent sport throughout Alberta played with pride by all ages, which builds well rounded athletes with strength of character within."



## OUR MISSION

**Ringette Alberta will achieve our Vision by:**

- ▶ Demonstrating effective leadership and good governance.
- ▶ Providing high quality programs and services to member associations.
- ▶ Partnering with our members to achieve excellence.
- ▶ Marketing to make Ringette the #1 sport choice for female athletes.
- ▶ Co-operation to achieve common goals: Competition on the Ice, Co-operation off the Ice.



## PRINCIPLES & VALUES

Ringette Alberta is a proud member of True Sport and wholeheartedly supports the True Sport Principles. Ringette Alberta has also defined the following core business values to manage the Association.

### INTEGRITY

We respect the rules. We are accountable for our actions. We are committed to making fair and ethical decisions for our sport.

### COLLABORATION

We welcome and appreciate different perspectives. We focus on creating an optimal experience for all participants.

### EXCELLENCE

We lead the way. We ensure high quality in all that we do. We learn from our experiences and commit to continuously improve.



## STRATEGIC PRIORITIES

### GROW THE SPORT

Player registration in Alberta is on a path to reach 7,500

### DEVELOP ATHLETES

Athletes have an optimal environment in which to enjoy the game and pursue their definition of success

### STRATEGIC GOAL DEVELOP COACHES

Coaches are equipped to help athletes achieve their goals and coaches are meeting expectations

### STRATEGIC GOAL DEVELOP OFFICIALS

We have the right quantity of qualified officials to meet athlete needs. Stakeholders understand what is expected of officials at each stage.

### STRATEGIC GOAL RUN EXCELLENT ORGANIZATIONS

Alberta is a leader in ringette in Canada and sport in Alberta



# BOARD GOVERNANCE

## BOARD MANDATE

Ringette Alberta utilizes a policy board model, meaning its role is strategic and does not delve into operational matters. It is responsible for the stewardship of Ringette Alberta and for fulfilling all requirements of the Alberta Societies Act and Ringette Alberta's Bylaws.

The Board has the responsibility to govern and oversee the advancement of the Association towards the outcomes stated in its strategic plan. The Board, through the Chair of the Association, provides the Executive Director the responsibility for the day-to-day operations of the Association.

The Board exercises its authority by providing the Executive Director a Board-approved strategic plan, suite of policies, and annual budget.

All responsibilities not delegated to the Executive Director or a Committee of the Board remain with the Board itself.

## STRUCTURE AND COMPOSITION

Ringette Alberta's Board is composed of 10 Directors (Chair, Vice Chair, Treasurer and 7 Directors at Large) from across Alberta with diverse backgrounds and expertise in sport, community, finance, law, human resources, and other areas critical to its operations.



### 10 DIRECTORS

(Chair, Vice Chair, Treasurer and 7 Directors at Large)



### DIRECTORS ARE SOUGHT

**FROM WITHIN AND OUTSIDE** the ringette community.



**ELECTIONS\*** are conducted annually according to the following schedule:

#### **EVEN NUMBERED YEARS**

- 5 Directors at Large

#### **ODD NUMBERED YEARS**

- 5 Directors at Large

Chair, Vice Chair and Treasurer are appointed annually by the Ringette Alberta Board following the Annual General Meeting

## BOARD GOVERNANCE - CONT.

### BOARD COMMITTEES

The Board carries out its mandate with the support of various committees. Board committees are not involved in operations.

The Chairperson of each Board Committee is accountable to the Board and reports to the Board at least at every meeting of the Board and at the request of the Board Chair.

These Committees do not have decision making authority; their function is to make recommendations to the Board.

**There are two types of Board Committees:**

#### CURRENT BOARD STANDING COMMITTEES

- Executive
- Risk Management
- Finance and Audit
- Strategic Planning
- Human Resources
- Nominations

#### BOARD AD HOC COMMITTEES OR TASK FORCES

As needed, the Board may form an ad hoc committee or task force to delve deep into a matter important to the Board fulfilling its mandate and provide the Board with recommendations.

A Committee or Task Force has a finite timeframe and is accountable to the Board.

### OPERATIONAL COMMITTEES

These are **NOT** Board Committees and therefore do not report to the Board of Directors. They are mentioned here to ensure the distinction is understood.

Operational Committees may be formed, as needed, by the Executive Director or designate, and serve a function similar to any paid or unpaid employee. These committees report to the Executive Director or designate and have the authority to make operational decisions within the parameters defined by the Executive Director or designate.

### PERSPECTIVE VS REPRESENTATION

Ringette Alberta Directors bring their expertise and perspective to the Board but may not serve as direct representatives of specific stakeholders within the ringette community.

Decisions of the Directors must be made with the best interest of the sport as a whole in mind and must ensure the mandate of Ringette Alberta as their only concern.



# DIRECTOR PROFILE

Directors of Ringette Alberta commit themselves to ethical, professional, and lawful conduct, including proper use of authority and decorum.

Accordingly, Directors must be able to represent unconflicted loyalty to the interests of Ringette Alberta. This accountability supersedes any conflicting loyalty, including membership, on other boards.

It also supersedes the personal interest of any Director acting as a consumer of Ringette Alberta's services or the services of a Ringette Alberta Member or having a family member who is a consumer of these services.

Directors will be recruited based on their demonstrated ability to contribute significantly to the leadership of Ringette Alberta and to fulfill their fiduciary responsibilities.

Ringette Alberta is looking for individual(s) to build upon their current complement of Board expertise.

## Candidates will be assessed against the following matrix of skill sets and competencies:

- ✔ Diversity & Inclusivity
- ✔ Financial and Business Acumen
- ✔ Governance and Board Experience
- ✔ Internal and External Communications\*
- ✔ Law
- ✔ Organizational / HR Development
- ✔ Public affairs and Government affairs
- ✔ Revenue generation / diversification
- ✔ Risk Management
- ✔ Strategic Planning



## BOARD COMMITMENT

All Directors are expected to commit the time necessary to become thoroughly versed in Ringette Alberta's bylaws, all policies, and the Association's strategic plan.

Additionally, Directors are expected to fully engage in Board and Committee obligations.

Generally, there are six (6) Board meetings per year that range from 2-8 hours each, plus any tasks the Board assigns itself that are to be conducted between meetings. In typical years, approximately half of the Board meetings are in person, in a location central to the residences of the Directors, and half are virtual.

Directors are expected to attend the Annual General Meeting of the Association.

The Board will engage in a strategic plan renewal process which will involve approximately 3-4 full days (spread out) of participation by all Directors.

Each Director is encouraged to sit on at least one Board Standing Committee. Each committee averages approximately 2-6 conference calls of approximately 2 hours each per year.



## NOMINATIONS & ELECTIONS

Interested candidates are required to complete the Ringette Alberta Director Application and Agreement.

The Nominating Committee will consider all candidates and will evaluate each of them based on the requirements, competencies and skill sets the Board requires at this time.

The slate of nominees will be presented to the Membership in advance of the election at the Annual General Meeting.

All nominees, regardless of their inclusion in the slate of nominees, are eligible for election and will be made known to the Membership.

Ringette Alberta's Members will elect the Directors in accordance with the Association's By-laws.