



Ringette Ontario
Call for Nominations to the Board of Directors
To stand for election at the
Annual General Meeting, September 24, 2022

The Nominations Committee of Ringette Ontario is issuing this Call for Nominations, seeking candidates for election to the Board of Directors of Ringette Ontario at the Annual General Meeting to be held September 24, 2022.

Ringette Ontario will launch a new strategic plan for 2023 – 2026 so this is an exciting time to become involved as board member in setting strategic priorities.

Positions to be filled:

- 3 Director-at-large positions (3 x 2-year terms)
- 1 Athlete Director position (1-year term)

About Ringette Ontario

Ringette Ontario is the Provincial Sport Organizations for Ringette in Ontario. Ringette Ontario is an athlete-centred and value-driven organization that oversees all ringette interests in the province.

Ringette Ontario boasts a membership of over 60 Local Associations and more than 9,500 registered players, 2,600 coaches, 500 referees, and countless volunteers.

Ringette Ontario delivers programming that focuses on athlete, coach, and officials' development, as well as supporting sanctioned events through Provincial and Regional championships and invitational tournaments.

Our Vision	Our Mission	Our Values
Ringette is recognized as a sport that builds Character through Community and Competition	Ringette Ontario is committed to Nurture, Promote, and Advocate for Ringette.	<ul style="list-style-type: none">• Community• Collaboration• Character• Challenge• Competition

Governance of Ringette Ontario

The governance of Ringette Ontario is the responsibility of a Board of Directors comprised of:

- 5 Directors-at-Large, elected by the membership at the Annual General Meeting
- 1 Athlete Director, elected by the membership at the Annual General Meeting
- 5 Regional Directors, each elected in their region.

The Board of Directors is a “policy” or “governance” board, focused on establishing strategic direction, adopting appropriate policies, and applying effective oversight to ensure the organization is advancing effectively toward its goals. Day-to-day operations of Ringette Ontario are the responsibility of a full-time Executive Director who reports to the Board of Directors. The Executive Director and her staff work with various volunteers, committees, and technical experts and advisors to develop and implement programs that achieve the organization’s objectives while complying with the board’s policy framework.

Current Strategic Priorities of Ringette Ontario

The Covid-19 Pandemic has had a serious impact on all sports organizations. Unlike many sports organizations, however, Ringette Ontario remains in a strong financial condition. A key focus for 2022-2023 will be to continue rebuilding and supporting a safe return to ringette activities for thousands of athletes, coaches, and officials. Support for our local association members will also remain a priority.

Ringette Ontario will launch a new strategic plan for 2023-2026. The plan will focus on strategic priorities, such as:

- Growing the sport, not only in size of participants, but also connecting with new and diverse communities
- Be the leading organization for best practices in sport
- Create the best ringette experience for all

Qualifications to be a Director-at-Large or Athlete Director

To serve as Director-at-Large or Athlete Director on the Board of Directors of Ringette Ontario, one must:

- Be at least 18 years old
- Be a resident of Ontario
- Not be of bankrupt status
- Not have been declared incapable under the laws of a Canadian province or territory, or by a court in a jurisdiction outside of Canada
- Not be a director, officer, or committee member of a ringette association other than RO (ie, not be a director or officer of a local, regional, or national ringette organization)
- Not be an employee of Ringette Canada or Ringette Ontario, or an employee of a member of Ringette Ontario.
- For Athlete Director, the board candidate must be a current member in good standing of Ringette Ontario and be at least 18 years of age.
- Knowledge of ringette is not required but is an asset

To ensure that members of the Board of Directors understand their duties and obligations, Ringette Ontario has adopted a Directors Agreement that all board members must execute. A candidate for election to the board must submit a signed Directors Agreement with their nomination documents, the agreement to take effect if they are elected.

In addition, to ensure that directors have a sound foundation in the key principles and concepts that underpin Ringette Ontario’s policy framework, all directors of Ringette Ontario are required to have the following e-certifications:

- Effective Board Governance (Sport for Life Society)
- Safe Sport (Coaching Association of Canada)
- Introduction to Long-Term Development in Sport and Physical Activity (Sport for Life Society)
- Making Head Way in Sport – Concussion Awareness (Coaching Association of Canada)
- Respect in Sport for Activity Leaders (Respect Group Inc.)

Newly elected board members who do not have these certifications upon election must complete the certifications before the November board meeting of their first term.

Expectations and Commitment

Members of the Board of Directors of Ringette Ontario typically spend an average of 5-8 hours per month on board-related activities, more if they hold a position such as President or Chair of a standing committee.

Regular meetings of the Board of Directors take place in September, November, January, and May of each year. The meetings are typically on a Saturday and can last from 3-5 hours. Briefing materials are distributed one week in advance of the meeting and members are expected to have read and considered the material in advance of the meeting.

Occasionally, special board meetings may be called if warranted.

There is a brief meeting of the Board of Directors immediately following the Annual General Meeting, for the purpose of electing board members to the role of President, Vice-President, etc, and other administrative matters.

Prior to the pandemic, face-to-face board meetings were held at least twice a year.

There are two standing committees of the board, the Governance and Human Resources committee and the Audit and Risk Management committee, and board members may sit on one or the other of these committees. These committees meet at least once in advance of a full board meeting, and more often as issues require. All significant policy proposals pass before these committees for review and discussion before they come to the full board.

Committee meetings are expected to be virtual and often occur on weeknights.

Some roles, such as the role of President or chair of a standing committee, will from time to time require engagement during business hours and candidates for these roles should have this flexibility in their schedule.

Qualifications and Competencies

Effective board members will be those whose life and work experience and background equip them to contribute in a meaningful way to setting Ringette Ontario's strategic direction and priorities, evaluating and adopting appropriate policies, overseeing financial performance relative to expectations, and delegating operational responsibilities to others while holding them accountable for achieving results while complying to policy.

GENERAL COMPETENCIES

- Minimum 3 years of not-for-profit volunteer experience
- Awareness and understanding of the duties and responsibilities of a director of a governance board
- High integrity
- Collaborative, constructive working style
- Good communication skills

SPECIFIC COMPETENCIES

- Board skills matrix identified the following priority competencies
 - Community/Stakeholder Relations
 - Project and change management
 - Marketing and sales
 - Accounting and finance
 - IT and cyber security

Nominations Process

Anyone seeking to be a candidate for election to the Board of Directors of Ringette Ontario must submit a fully completed Nomination Package no later than July 25, 2022.

A complete Nomination Package includes:

- A Nomination Form duly completed and signed
- A completed online Resume form outlining the candidate's professional experience, governance experience, ringette/sport experience, NFP experience, etc. (social media handles). The information on this Resume form will be made available to the membership in advance of the Annual General Meeting. The form may be found here: [insert link]
- Contact information for 2 References (reference information will NOT be made public).
- A signed Directors Agreement

To ensure that there are sufficient well-qualified candidates for consideration by the membership, the Nominations Committee may seek out and nominate candidates in addition to those nominated by the membership.

A candidate's nomination by the Nominations Committee merely admits them to the process of evaluation by the committee, it does not represent an endorsement of the candidate. The nominating committee's report to the Membership reflects the Committee's final recommendations following careful evaluation of all the candidates eligible to stand for election at the close of nominations. The purpose of the Nominations Committee evaluation process is to identify those candidates that are best suited to meet the needs of Ringette Ontario, given their knowledge, skills and experience and their understanding of the duties and obligations of a member of a governance board.

Following the close of nominations, the Nominations Committee will evaluate the nominees and select a short list of nominees to be interviewed. Following deliberations, the Nominations Committee will

develop a list of candidates to be recommended to the membership at the AGM. The objective of the Nominations Committee is to provide the membership with a list that includes at least one more person than the number of vacancies to be filled.

The Nominations Committee will advise all nominees of the list of those recommended by the Committee at least 14 days prior to the date of the AGM and at least 3 days before the committee's recommendations are published to the membership.

Timelines

Step	Date
Call for Nominations is posted	July 6, 2022
Call for Nominations closes. Nominations must be received.	July 25, 2022
Nominations committee shortlist nominees to be interviewed.	August 19, 2022
Nominations committee completes interviews.	August 26, 2022
Nominees are informed whether they will receive a recommendation to the membership from the Nominations Committee	September 3, 2022
Nominations Committee report is published to the membership, along with resume information for all nominees wishing to stand for election.	September 10, 2022
Board members are elected at the Annual General Meeting	September 24, 2022

Questions

Questions about this nomination process should be directed to:

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