



# NORTHERN CHILL VOLLEYBALL CLUB

## BOARD POLICY

Rev.:  
2019/09/06

### BOARD FUNCTIONS

The Board of Directors are to advise, govern, oversee policy and direction, and provide strategic leadership and general promotion of Northern Chill Volleyball Club, so as to support the Club's mission and purpose. The job of the Board is to lead the organization toward the Vision, through desired performance and ensure that that performance occurs. The Board's specific contributions are unique to its trusteeship role and necessary for proper governance and management. The Board of Directors shall manage the business and affairs of the Association in accordance to the Constitution and By-Laws of Northern Chill Volleyball Club.

Members of the Board share the responsibilities described below while acting in the interest of Northern Chill Volleyball Club. Each Member is expected to make recommendations on how to accomplish these tasks based on his or her experience and vantage point in the community.

### BOARD ROLES AND RESPONSIBILITIES

1. Incorporate into, and model good governance practices and ethical standards in, daily activities
2. Monitor the performance of the organization relative to the achievement of the goals/outcomes within the executive parameters
3. Ensure financial soundness and integrity through policies and behavior by requiring periodic financial and other external audits to ensure compliance with the law and with good practices
4. Manage risk through awareness of legal obligations and commitment to quality and safety. Ensure compliance with policies, laws and regulations.
5. Specify the delegation of the Directors and the Board and clearly identify Board and Management responsibilities
6. Evaluate and constantly improve the Board's performance as the governing Board, and set expectations for Board Members' involvement as volunteers.
7. Maintain and constantly improve all ongoing policies of the Board
8. Develop Board Member job descriptions and committee chair job descriptions and review, update and/or modify as required, on a regular basis. Each job description should include responsibility for outreach and for promotion of the organization.

To view the OVA Governance Policy and Procedure manual outlining the Board roles and responsibilities, visit: [https://cdn2.sportngin.com/attachments/document/666e-1571276/Membership\\_-\\_Governance\\_-\\_OVA\\_Policies\\_-\\_OVA\\_GPPM\\_Dec6-2015\\_v1-3\\_approved.pdf](https://cdn2.sportngin.com/attachments/document/666e-1571276/Membership_-_Governance_-_OVA_Policies_-_OVA_GPPM_Dec6-2015_v1-3_approved.pdf)

### BOARD MEMBER CRITERIA

In nominating Members for the Board, the Nominations Committee shall be guided by the profiles of the respective job descriptions and duties of each position of the Board as outlined in the Constitution and By-laws.



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Potential Directors should have one or more of the following skills:

- Accounting designation (CA, CMA, CGA)
- Legal designation (LL.B., JD)
- Professional qualifications (MD, PhD, MBA, Sport Science)
- Personnel Management (Human Resource Professional designation)
- Media/Marketing/Public Relations contacts/experience
- Fundraising experience and/or funding source contacts
- Grant writing, proposal writing experience
- Administration/Management experience
- Communications experience
- Government relations (municipal, provincial and national) experience
- Organizational development/Strategic planning experience
- Project management experience
- Knowledge of volleyball programs within Ontario Volleyball and Canada.
- Sport organization experience at multiple levels (local, provincial, national and international)

### PERSONAL QUALITIES OF GOOD DIRECTORS:

Below are some important qualities to look for in Directors representing your Club:

- Commitment and interest – They are available and invest the time to understand and support the organization. They are passionate about the organization's success.
- Objectivity and independent-mindedness – They form their own judgments and are not biased towards any particular interest or stakeholder.
- Integrity – They have personal integrity and insist that the organization behave ethically.
- Courage – They have the courage to ask tough questions and to voice their opinions.
- Perspective – They have broad knowledge and experience that they apply to discussions and decisions.
- Analytical – They have well-developed conceptual thinking and problem-solving skills, are quick studies, and can avoid "groupthink".

#### In Reality

A practical reality is that in practice, many Clubs have difficulty identifying and attracting experienced individuals and recruiting the ideal Board. Directors may not have all the desired skills and knowledge. It is important to recognize gaps in the Board's knowledge and skills and to remedy them through ongoing Director education and development or by consulting outside experts when necessary.

### EXPECTATION OF BOARD MEMBERS



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Board Members are expected to:

1. Attend and participate in all Board and assigned Committee meetings; and attend special events as able.
2. Think in an integrative manner, building on different perspectives, being collaborative and open to change.
3. Possess good communication skills and to understand and relate to stakeholders (be sure to identify who your Stakeholder).
4. Understand Northern Chill Volleyball Club finances, budget, financial and human resource needs.
5. Bring forward community concerns that can be addressed by Northern Chill Volleyball Club mission, strategic plan, objectives and programs.
6. Participate on a committee of the Board and/or serve on a working group if appropriate.
7. Communicate and promote Northern Chill Volleyball Club mission and programs to the community.
8. Understand the policies and procedures Northern Chill Volleyball Club.
9. Identify and agree to accountability measures that are established to ensure integration of strategy through the Board. Processes should be consistent, performance should be monitored and procedures should be transparent.

### DIRECTORS INDEPENDENCE

When considering Board composition, governance committees should be mindful of relationships between Directors and the organization. Potential Directors who are passionate about the organization's mission may already be involved as fundraisers, major donors, volunteers or clients. Such relationships are not necessarily a bar to joining the Board but could potentially compromise the Board's ability to exercise independent judgment. Even the perception of partiality can damage an organization's reputation. Relationships between Directors and the organization may also lead to conflicts of interest that could prevent Directors from fulfilling their duties.

Governance committees should ensure that a sufficient number of Directors are unrelated to the organization. Often called "Members at large," these Directors enhance the impartiality of the Board and may bring special outside skills and perspectives to the table.