



**Call for Directors
Northern Ontario Curling Association
March 1, 2020**

The Northern Ontario Curling Association (NOCA) is seeking interested individuals to serve as Directors on the NOCA Board of Directors.

The NOCA Board consists of 9 Directors, one from each of the 6 geographic regions and 3 Directors at Large with specific skills and experience that complement the skill set of the sitting board members.

NOCA is currently seeking 3 Directors to take office this spring. Each position will be for a three-year term commencing May 1, 2018.

- **Region 3 – Director**
- **Region 4 – Director**
- **Director at Large**

Potential directors will possess the following skills and attributes:

- Commitment and capacity (time, energy, expertise)
- Knowledge of roles/responsibilities of a director, board and staff
- Curling/coaching experience at club and competitive levels
- Active involvement in curling club
- Directors at Large will have experience in policy formulation, strategic thinking, risk management, organizational development, problem solving, critical thinking, social media and web based communication skills and ability to work in a team.

For additional information, please see the attached Job Descriptions for a Region Director or Director at Large.

If you are interested in the Region 3 or Region 4 Director position, please contact your NOCA Club Delegate. Region Directors will be elected at the spring region meetings.

If you are interested in the Director at Large position, please submit a letter of intent and resume via email to Michael Szajewski, NOCA President, by April 15, 2020. michael.szajewski@curlnoc.ca

The Director at Large position will be elected by the current Directors.

If you require more information about either of the positions, please contact Leslie Kerr, Executive Director.

leslie.kerr@curlnoc.ca

807-598-0051

Region Director Roles and Responsibilities:

Board Activities:

- Attend monthly Board meetings (teleconference calls)
- Attend annual planning meeting (in person when possible)
- Review monthly financial statements
- Review any working documents as needed
- Chair and/or sit on committees

Region Director Activities:

- Secure sites for playdowns in region
- Ensure each club has a club delegate and that his/her contact information is provided to the NOCA office
- Ensure that the Club contact information for all clubs in the region is complete and up to date
- Hold regional meetings twice per year (teleconference or in person)
- Act as communication liaison between NOCA and Region Club Delegates and communicate regularly with the Club Delegates.
- Ensure clubs in their region have submitted all membership dues and applicable information
- Represent NOCA at events in the region (competitions, presentations)

Directors-at-Large Skills and/or Attributes:

Attributes:

- a) Commitment and capacity (time, energy, expertise) to fulfill the commitment as a Director
- b) Knowledge about roles and responsibilities of a Director, Board and Staff
- c) Experience in formulating policy
- d) Experience in thinking strategically
- e) Knowledge about the curling community
- f) Ability to identify principal business risks and ensure implementation of appropriate systems to manage those risks
- g) Knowledge of organizational performance mechanisms and ability to monitor, evaluate and report
- h) Strategic connectivity to key clients
- i) Ethical and values based behavior
- j) Other attributes valued by the Board of Directors

Skills:

- k) Accounting designation (CA, CMA, CGA)
- l) Legal designation (LL.B)
- m) Professional qualifications (MD, PhD, MBA, Sport Science)
- n) Personnel Management (Human Resource Professional designation)
- o) Media/Marketing/Public Relations contacts/experience
- p) Fundraising and funding source contacts
- q) Administration/Management experience
- r) Government relations/contacts
- s) Organizational development/Strategic Planning experience
- t) Other skills valued by the Board of Directors