



Skate Ontario Board of Directors Call for Nominations

On February 25, 2017, Skate Ontario will be holding a Special General Meeting for the purpose of electing a new Board of Directors which will take office immediately following that meeting. In accordance with By-law 5.1, the Board shall consist of an elected President and eight elected Directors. In addition, the Past President shall be an ex-officio member of the Board for one, two-year term. These individuals will comprise the Skate Ontario Board for 2017-2018/19. *Please refer to Appendix A regarding the election transition process.*

At the February 25th 2017 SGM, the following nine positions are eligible for election:

- President
 - Elected for a two year term
- Eight Director positions
 - Four Directors who will be elected for a two year term
 - Four Directors who will be elected for a one year term

Nominations:

The Nominations Committee establishes procedures for the nominations process. In order to allow the Nominations Committee to nominate the most appropriate slate of nominees, the Committee will review all nominations for eligibility and core skills related to the published competencies indicated below.

In accordance with the Skate Ontario By-Laws, any person meeting the following criteria is eligible to apply:

- a) Be eighteen (18) years of age or older
- b) Not have been found under the *Substitute Decisions Act*, 1992 or under the *Mental Health Act* to be incapable of managing property
- c) Not have the status of bankrupt
- d) Not be a paid employee of Skate Canada or Skate Ontario
- e) Shall be willing to abide by the policies and By-laws governing Skate Canada and Skate Ontario
- f) Shall not be sitting on the Board of any Skate Canada Member Club or Skating School
- g) Shall be a resident of Ontario

Skate Ontario's approach to governance is in alignment with the principles of governance which clearly define and delineate the authority and accountability of the Board's policy-making/strategic role and the operational role of Management. The President and Directors are required to have core competencies which will support the Board in effective governance. All applications submitted will be considered by the Nominations Committee using the published competencies indicated below; the Committee will present a slate of nominees as well as all other eligible nominations to be considered by the Membership who shall vote to elect the Board. The slate as well as all other eligible applications will be included with the official Notice of the Special General Meeting.

Applications are to be submitted using the following format:

1. Relevant education, career and volunteer experience (limit of 500 words)
2. Experience relevant to the areas of interest (limit of 500 words)
3. Areas of interest within the Skate Ontario Board of Directors (limit 200 words)

In addition, applicants are requested:

- A. To indicate the position they are seeking (President or elected Director)
- B. If they are seeking an elected Director position, to indicate whether they are interested in a one or two year term
- C. To provide contact information, a head-shot photo and submit two letters of reference (limit of 200 words) one of which must come from a person external to the sport of figure skating. These references may be checked.
- D. Signature (may be electronic) indicating consent

Specialized Competencies and Experience to be Considered:

Governance:

- Board experience
- Committee experience
- Understanding of Association business and issues management
- Member relations experience
- Policy development and management

Administration:

- Finance and accounting
- Legal
- Information technology/ management
- Human resource management
- Change Management

Marketing:

- Brand development
- Strategic marketing
- Experience developing partnerships with external relations
- Public relations/ media
- Media affairs and issues resolution

Strategic:

- Strategic planning and reporting
- Enterprise Risk assessment
- Partnership development
- Fundraising/sponsorship

Skate Canada/ Skate Ontario experience:

- Club experience
- Section experience
- National experience
- International experience
- Technical experience

General Competencies:

- Leader/ motivator
- Effective communicator
- Language profile (English/French/other)
- Conflict resolution skills
- Effective teamwork and interpersonal dynamics
- Critical thinking and decision making

Nominations must be received no later than January 20, 2017.

Information included in the application will be included in the Nominating Committee Report and made available to the public on the website.

Details of the Special Members Meeting will be made available separately; however, provisions will be made for virtual attendance and proxy voting.

Applications are to be submitted to the Executive Director, Lisa Alexander, on behalf of the Nominations Committee at nominations@skateontario.org.

Thank you for your interest and consideration, we look forward to hearing from you.

Appendix A

Skate Ontario Transition Process Election of Board of Directors – Phase in over first three years

Elections in Year One: 2017-2018 (to take office in February 2017)

The Nominations Committee will communicate an open Call for Nominations in December 2016. The Committee will review applications received as well as recruit individuals as required to ensure that the Board's established skills and competencies are met. The Committee will prepare a slate to be presented to the Membership for confirmation in the first quarter, calendar year 2017.

President - 2 year term

8 Directors - four will be elected for a 2 year term
- four will be elected for a 1 year term
(this format is being adopted in order to initiate a rotation of Directors)

Note: Past President is an ex-officio member of the Board of Directors for one, 2 year term.

Elections in Year Two: 2018-2019

President - incumbent

4 Directors - incumbent

4 Directors - to be elected for a two year term

Elections in Year Three: 2019-2020

President - 2 year term

4 Directors - incumbent

4 Directors - to be elected for a two year term

Past President will be an ex-officio member of the Board of Directors for one, 2 year term **only** if the elected President is someone other than the individual elected for 2017-2019.

Subsequent rotation to continue as per years two and three.

