



Role & Responsibility

Position: Vice President

Description

This role is a part of the Lorette Minor Hockey Association (LMHA) Executive and Board of Directors. The Vice President will support all Board activities and act in a professional and respectful manner always. The Vice President supports and leads in the absence of the President.

Qualifications

- Previous experience acting on a Board
- Respect in Sport for Activity Leaders certification
- Strong interpersonal and organizational skills

Responsibilities

- Provide oversight on the Coach Selection Committee
- Form and oversee the duties of the Coach Selection Committee
- Create selection/interview questions to be used in the coach selection interview process
- Ensure that parents and players complete coach appraisal forms at mid-way (end of December) and end of season (End of March)
- Ensure all coaches' post-season interviews are complete with data from the above appraisals
- Schedule a minimum of 2 Coaches' meetings per season
- Shall assume the duties of the President in his/her absence
- Shall assist in the administration of the LMHA if called upon by the President
- As necessary attend all Eastman (EMHA) and CCLCC meetings
- Signing Officer

Original Date	November 25, 2020
Revision #	
Revision Date	
Revised by	Marty Lajoie