



## **Newmarket & District Ringette Association**

### **Job Description**

# **President**

The position of President has general supervision of the affairs of the Association, subject to the authority of the Executive Committee. Other responsibilities include the following:

- Preside over all meetings of the members of the Association and the Executive Committee. This includes, but is not limited to the following:
  - Monthly Board meetings
  - Association General Meeting
  - Dance and Silent Auction
  - Annual Tournament
- Represent the Association in dealing with other Ringette Associations. In particular, this is the only level of contact with other Associations for any type of player recruiting.
- Provide input to the direction and the future development of the Association as a whole, keeping the focus of what is best for the entire Association, without bias (positive or negative) toward any team, player, or parent.
- To establish and work with any Sub-Committees that are established to perform or investigate a specific task or incident.
- To work with all members of the Association to resolve conflicts that may arise during the season, remaining impartial and unbiased, to bring the confrontation to a satisfactory conclusion for all parties involved.
- To work closely with the Treasurer to ensure that all financial decisions have the approval of the Executive Committee, and that the Association remains financially viable throughout the season.
- The President is one of three members of the Executive who has signing authority for the Association's bank account, although a minimum of two signatures is required on all Association cheques.

***Average Monthly Time Commitment = 8 hours***