

Bonspiel and Social Director

Report to:

President and the Curling Club Board of Directors (Board)

Each Director will be elected for a term of three years and may serve for more than one such term; provided that, in any event, each Director must retire from office after three such terms; and at each annual general meeting one-third of the Directors shall complete their terms of office and retire from office, and their successors shall be elected. (Note: on the first year of the constitution coming into effect, Directors will be elected for terms of 1 year, 2 year or 3 year, in order to achieve the retirement conditions) Directors and Officers of the Board must be willing to submit to a criminal check and have a Serve it Right certification.

Purpose:

Each Director is an elected member and shall be responsible for overseeing the planning, organizing and successful completion of all Club bonspiels and Social Events

General Responsibilities:

- Attend all meetings of the Board, Directorship and all general meetings of the Club
- Contribute to the decision-making process regarding the operation and direction of the Club
- Work with the Board in strategic long term planning and implementing any major acquisitions and renovations for the club
- Assist, when necessary, with the organization of other functions and events of the Club and assist other Directorships when required
- Perform such other duties as required by the President, Board or Directors
- Submit a written report of all bonspiels to the Annual and Semi-annual general meetings of the Club
- Submit a draft budget to the Board for inclusion in the annual budget of the Club
- Maintain a record and history of each bonspiel event
- Liaise with the Manager and League representative in developing the bonspiel calendar
- Liaise with the Manager in developing and promoting new bonspiels
- Assist with the draws
- Establish a budget template developed by the Treasurer
- Provide results to the local newspaper, Facebook and CVCC website
- Liaise with the Manager on bonspiel sponsorships
- Give first right of refusal to the contracted concession for all bonspiel/social banquets
- In conjunction with a sub-committee, organize and produce a calendar of social events for the season and oversee the function(s)