



**Position: Past Alpine Chair**

**Implemented on: June 2006**

### **Position Summary**

Serve as a representative of the membership in the on going governance of Snow Valley Racing Association according to the bylaws and policies.

### **Specific Accountabilities**

#### *Past Alpine Chair Duties:*

- Provide historical continuity about the Board's activities. Work with Board to provide leadership through the evaluation of Snow Valley Racing Association's vision, direction and organizational strength. Keep the Board's activities focused on the Snow Valley Racing Association's mission and long-term strategies.
- Focus the Board's attention on matters of institutional governance that relate to its structure, role & responsibilities and relationship to management. Ensure the Board adheres to its bylaws to fulfill its responsibilities.
- Assist in training Board Members for succeeding years.
- Assist the new Alpine Chair to chair Board meetings. Encourage Board members participation in meetings and activities.
- Serve as ex officio members of committees and attend meetings.

#### *Other Board Duties:*

- Monitor and improve Snow Valley Racing Association's performance & promote positive relations by soliciting feedback from Board members and representative of sustaining contributors and be responsive to their suggestions.
- Share individual expertise and experience with other Board members to contribute to Snow Valley Racing Association.
- Approve the hiring of the Program Directors and the Program Directors employment contract. Perform an annual review of the Program Directors performance.
- Participate in the development of policies.
- Perform other responsibilities when required.

*"Our programs provide well organized, challenging, and rewarding experiences for everyone, whether you are a recreational racer or an aspiring Olympian"*

### **Requirements**

- Membership with Snow Valley Racing Association and be a member in good standing.
- Serve as Alpine Chair for at least one term and be elected at the Annual General Meeting.
- Act in good faith for the positive betterment of Snow Valley Racing Association
- Attend monthly Board meetings, Annual General Meetings and other meetings relevant to the development of Snow Valley Racing Association.

### **Useful Skills and Interests**

- An interest in Snow Valley Racing Association Activities.
- Well-developed interpersonal skills to deal effectively with a variety of people.
- Negotiation and mediation skills to communicate persuasively, both verbally and in writing.
- General knowledge of methods, principles and practices of Board management.
- Ability to remain composed when faced with unexpected problems and stressful situations.
- Ability to organize goals and define projects using problem solving, analytic and decision-making skills.

### **Authority and Responsibility**

The Past Alpine Chair is a voting member of the Board of Directors and has one (1) vote in policy making. As a member of the Board, the Past Alpine Chair acts on behalf of the members in good faith.

### **Term**

The Past Alpine Chair is elected by the membership at the Annual General Meeting after meeting the nomination process requirements. The Alpine Chair is elected for a term of one (1) year. The Alpine Chair is released at the end of the elected term in accordance to Snow Valley Racing Association's bylaws.

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