



APPOINTMENT OF KEY POSITIONS Policy

PREAMBLE

The Bulkley Valley Cross Country Ski Club (Club) has programs which are run by coordinators with significant autonomy. The Club's board of directors (Board) recognizes the importance of these programs and the value of having experienced, skillful coordinators with a strong alignment to club ideals. New coordinators are usually recruited by a program committee or by the outgoing coordinator. Ideally, there is an obvious successor who has accumulated the necessary experience and qualifications. But there can also be challenging circumstances where there is no obvious successor. Examples include: no program committee to make recommendations, more than one qualified candidate; inexperienced candidate or no candidate. This policy establishes the Board's role in the appointment of key positions.

OBJECTIVE

The objective of the policy is to have well-managed club programs by ensuring that programs have coordinators with appropriate qualifications and the support of the club.

POLICY

A person may stay in a key position from year to year without need for re-appointment unless the Board has decided to review that position.

The Board will appoint persons to vacant key positions in accordance with this policy. If a program committee recommends a person to a key position, the Board will adopt that recommendation unless the Board identifies to the committee compelling reasons why they want to consider other options.

Candidates for key positions will be expected to follow Club policies and to maintain Board and volunteer support for their actions during the operation of the program.

Candidates for key positions who lack necessary qualifications can be considered for appointment if there is a feasible plan to gain essential qualifications.

If there are no candidates or if the Board does not appoint any candidate, it will be the Board's responsibility to determine how to cope with the vacancy.



APPLICATION

The policy applies to the following key positions:

- Coaching Coordinator
- Head Coach – Racing
- Head Coach – Biathlon
- Coach Management Committee
- Rabbit Program Coordinator
- School Program Coordinator
- Chief of Race
- Lodge Manager
- Masters Program Coordinator
- Membership Registrar
- Backcountry Coordinator
- Ski Boosters Coordinator

This policy does not apply to director positions, including the following:

- Chair
- Vice-Chair
- Treasure/Secretary
- Area Manager
- Membership Services
- Athlete Development Liaison
- Biathlon Liaison
- Rabbits Liaison
- Grants & Sponsorship Oversight
- Race Events
- Promotions and Communications
- Backcountry

This policy does not apply to committees and positions which are governed by separate Club policies.

AUTHORITY

This policy is approved by and promulgated under the authority of the BV Cross Country Ski Club Board of Directors. Approved December 8, 2011