

Holyrood Community League
April 26th, 2017 AGM & Elections

Holyrood Board Director Positions
We're Recruiting!

Like to get to know your community better? Interested in sharing your skills, passion and energy with a group of like-minded people? Want to make a difference where you live?

Opportunity waits, just down the street! The Holyrood Community League is actively seeking candidates for several key volunteer board positions. Nominees will stand for election at our AGM on April 26, 2017.

Orientation, training and mentorship will be provided for all new board members. In addition to their specific duties, all board members are part of the team that sets the vision for the league. At our 10 monthly board meetings and annual planning session, we are all involved in discussing matters of policy, finance, programs, personnel and advocacy.

Board membership is a great way to make new friends, feel more connected in your community, build new skills, and make your own unique contribution. What could be more rewarding than making a difference right in the place where you live?

If you'd like more information on how one of these positions might be a good fit for you, we'd love to talk to you! Contact Wendy Weir, President, at president@holyroodcommunity.org.

Communications Director

Holyrood's Communications director oversees the league's vital communication initiatives, including our website, social media, e-newsletter, corner sign and monthly contribution to the Southeast Voice household newspaper.

Additional support in these duties may be provided by community volunteers, so a large part of the Director role is to keep informed of league initiatives and then delegate the communications duties accordingly.

Baseline time commitment is roughly three hours per week, plus approximately four hours per month to prepare for and attend monthly board meetings.

Facilities Director

The Facilities Director oversees the physical operation of the Holyrood Community Hall and Rink Building. The league is currently moving to a model of paid facility management, so the Facility Director will have a significantly different role from past years. The volunteer Director will act as the board's liaison with our paid facility management contractor, who will be responsible for ongoing maintenance, repairs and upgrades to our buildings.

Because of the reduction in duties, the Facility Director will also oversee maintenance and upgrades to the league's outdoor assets, including our skating rink, parking lot and the grounds immediately surrounding our buildings (our "licensed area").

Estimated time commitment: three hours per week, plus approximately four hours per month to prepare for and attend monthly board meetings.

Memberships Director

The Memberships Director oversees the sales of league memberships, which are available to purchase in a number of ways (at the SEESA front desk, online through the EFCL, and at various league events).

Responsibilities include: collecting and remitting revenue from membership sales, preparing and maintaining the membership database, providing complimentary memberships to new residents, and organizing the annual fall membership drive.

The Memberships Director also maintains a list of community members available to volunteer for league programs and events, and puts out a call for volunteers when needed.

Estimated time commitment: two hours per week, plus approximately four hours per month to prepare for and attend monthly board meetings.

Rink Director

This is a newly-created position to help the league do a great job of providing winter skating and hockey ice to the community.

The volunteer Rink Director will oversee the operation of our winter rink program. Responsibilities include: liaising with our ice making contractor, hiring and supervising our rink building attendants, and publicising our rink program to the community. Works closely with the Facilities, Programs and Communications Directors and keeps the board up-to-date on rink activities and initiatives.

Estimated time commitment: This is a seasonally busy position with the bulk of duties falling between October and March each year; roughly ten to fifteen hours per month during the rink season.