



Nova Scotia Curling Position Description

POSITION: Regional Director

DESCRIPTION: Regional Directors act as a liaison between the Board and member clubs in their region. A resume and letter of interest can be submitted to vjackson@nscurl.com

DUTIES AND RESPONSIBILITIES:

- Make personal contact (phone/email) with each club at the beginning of the curling season.
- Arrange visits with the President/Board of member clubs in their Region to become familiar with the activities and concerns of the clubs. Establish a plan to maintain contact with the Club President.
- Act as a resource to member clubs in each region. Assist by providing tips on the submission of applications, awareness of NS Curl's programs and services development to the clubs (hosting, grants, clinics, club membership data etc.) and provide appropriate connections if/when they are unable to provide the required information.
- Promote NS Curling and encourage club participation in programs and championship events.
- Work as liaison with the Championship Committee of member clubs hosting any championship event within their region. Ensure the Chair of the Host Committee prepares and submits a written report within the 30 days of the completion of the event.
- Attend all scheduled meetings of the NS Curling Board of Directors.
- Submit a written report for meetings of the Board as requested by the Secretary.
- Accept assignments to NSCA events/committees/working groups as deemed necessary by the President.
- Required to be knowledgeable of the Board of Directors Orientation Package.

QUALIFICATIONS:

- Directors shall be an active member in good standing of a curling club in the zone of representation.
- Upon appointment to the Board, complete the volunteer screening process.