

## OTTAWA-CARLETON ULTIMATE ASSOCIATION

### Board of Directors: Call for Nominations

The Ottawa-Carleton Ultimate Association (OCUA) Board of Directors is seeking qualified volunteers to fill four vacancies for a term of up to two years of service. Directorships will begin the day after the Annual General Meeting on April 24, 2021.

Serving on the Board of Directors will provide you with an opportunity to meaningfully contribute to OCUA and its mission. Additionally, being a Director will allow you to:

- Be a part of the driving force behind our Organization
- Represent our Community
- Connect with new people
- Nurture the Organization's culture through effective corporate governance
- Develop real-world skills related to financial management, strategic planning, leadership, and member relations.

The **Finance Committee** is particularly interested in candidates with the following knowledge and expertise:

- Financial literacy
- Knowledge of government grants and support
- Accounting or related experience

OCUA is strongly committed to equity and inclusion within the community and encourages applications from all qualified candidates including Persons with Disabilities, Persons of Colour, Indigenous and 2SLGBTQIAP community members.

### Important Dates

**Call for Nominations Open:** February 22, 2021

**Deadline for Application to Nominations Committee:** March 8, 2021

**Notification of Nominations Committee Endorsement:** March 10, 2021

**Deadline for Nominations from the Membership:** March 25, 2021

**Election Day** (Annual General Meeting): April 24, 2021

## About the Ottawa-Carleton Ultimate Association

The Ottawa-Carleton Ultimate Association (OCUA) is a not-for-profit organization whose primary mandate is to organize and promote the growth of the sport of Ultimate in the Ottawa-Carleton region. OCUA is governed by the [Canada Not-for-Profit Corporations Act](#), and by the [By-laws](#) of the corporation.

## Overview of the Position and Volunteer Responsibilities

The Ottawa-Carleton Ultimate Association (OCUA) Board of Directors provides strategic leadership, governance, establishes policy, oversees the operations and financial performance of the Ottawa-Carleton Ultimate Association and assesses the Board's own effectiveness. Our Board Members will serve on several committees, including:

- Finance
- Compensation
- Audit
- Governance
- Nominations
- COVID

In addition to regular duties, Directors are encouraged to bring forward and lead interest projects that support the Mission, Vision and Values of the organization; such as:

- Diversity and Inclusion
- Capital Investments
- Long Term Strategic Plan
- Technology
- Data and Metrics
- Policy Development
- Rules of the Game
- Youth and Juniors Growth

New members will be supported and mentored by the existing Board of Directors to help ease the transition into this leadership role. Participation on the Board is voluntary and there is no remuneration for service.

## Time Commitment

**The total expected time commitment is approximately 10-15 hours per month.** The time commitment may vary depending on members' involvement in committee work, outreach, and the time preparing for meetings.

The Board generally has 10 regular meetings each year which are held on the third Tuesday of the month. Historically, meetings have been in-person meetings; however, through the COVID-19 pandemic, all meetings have been held virtually.

## Nomination Process

The Nominations Committee encourages all candidates to submit to a formal evaluation process. This committee's mandate is to assess candidates against the needs of the Association and to recommend excellent candidates to the Membership. An endorsement by the Nominations Committee is not a guarantee of election - an open vote of Members will determine the Board.

### Nominations by Committee

Applications to the Nominations Committee can be submitted online by **Monday March 8th, 2021** by completing the:

#### **APPLICATION FORM**

The Nominations Committee will advise of our endorsement decision by Wednesday March 10th, 2021. If you are not successful in obtaining an endorsement, you may still run for election by obtaining a nomination from the membership.

### Nominations from the Membership

Nominations from the Membership can be submitted online by **Thursday March 25th, 2021** by obtaining signatures\* of 25 Members of the Association supporting your candidacy and completing the:

#### **NOMINATION FORM**

\* Full names and e-mail addresses will be accepted in lieu of physical signatures during the COVID-19 pandemic. The Nominations Committee may contact your sponsors to validate the nomination.

## Eligibility Criteria

To be eligible to serve on the Board of Directors a candidate must:

- a) Be 18 years of age or older
- b) Be a member of the Association in good standing
- c) Reside in the National Capital Region
- d) Not be an undischarged bankrupt

Candidates should also be able to demonstrate a few of the following types of experience and knowledge:

- Organizational resilience
- Financial literacy
- Integrity and mutual support
- Leadership and management
- Governance and diplomacy
- Team-building and facilitation
- Strategic planning and innovation
- Marketing and communications
- Health and Safety
- Human resources
- Facilities or sports management
- Legal

