

Code of Conduct Policy for SMHA Hockey Board and Appointees

Purpose:

This policy outlines the standards of behavior expected from all SMHA Hockey Association board members and appointees. It is designed to ensure accountability, integrity, and professionalism in all activities related to the governance and management of the association.

1. General Principles

- Act with integrity, honesty, and transparency in all dealings.
 - Foster a culture of respect, inclusivity, and professionalism.
 - Prioritize the best interests of the association and its members at all times.
 - Uphold and promote the mission, values, and policies of the SMHA.
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2. Responsibilities of Board Members and Appointees

- Fulfill all duties and responsibilities associated with their role diligently and in good faith.
 - Attend meetings regularly, come prepared, and actively contribute to discussions.
 - Ensure confidentiality on matters discussed in closed sessions or involving sensitive information.
 - Declare any conflicts of interest and abstain from decisions where a conflict exists.
 - Represent the association positively in all internal and external communications.
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3. Ethical Conduct

- Avoid any form of misconduct, including fraud, corruption, or misrepresentation.
 - Treat fellow board members, staff, volunteers, and the public with respect and fairness.
 - Refrain from using their position for personal gain or to the detriment of the association.
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4. Communication and Confidentiality

- Maintain the confidentiality of association records, discussions, and sensitive information.
 - Use professional and respectful language in all verbal and written communications.
 - Direct any media or public inquiries to the designated spokesperson or appropriate board member.
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5. Conflict of Interest

- Disclose any potential conflicts of interest in writing to SMHA Board of Directors.
 - Recuse themselves from discussions or decisions where a conflict of interest exists.
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6. Financial Responsibility

- Ensure all financial transactions and decisions are made transparently and in accordance with SMHA policies.
 - Use association resources responsibly and only for their intended purpose.
 - Report any suspected misuse or mismanagement of funds immediately to the board.
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7. Decision-Making and Accountability

- Make decisions based on fairness, consistency, and the best interests of the association.
 - Support board decisions once made, even if there were differences of opinion during the discussion.
 - Be accountable for their actions and decisions, individually and collectively.
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8. Professional Relationships

- Maintain professional boundaries with coaches, players, parents, and volunteers.
 - Address concerns or complaints through the appropriate channels, promoting a culture of constructive feedback.
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9. Reporting Violations

- Report any breaches of this Code of Conduct to the SMHA Board of Directors.
 - All reports will be handled confidentially and investigated fairly and promptly.
 - Retaliation against individuals who report violations in good faith will not be tolerated.
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10. Consequences of Violations

Violations will be determined on a case-by-case basis with the consequence determined by the full SMHA Board.

- Violations of this Code of Conduct may result in:
 - Verbal or written warnings

- Suspension or removal from the board or appointed position
 - Other actions as deemed appropriate by SMHA Board of Directors.
 - Serious breaches may be referred to external authorities or law enforcement.
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11. Acknowledgment

All board members and appointees are required to review and sign this Code of Conduct annually. By signing, they agree to uphold the principles and standards outlined in this policy.

Approved by the SMHA Board

Date: _____

Board Member/Appointee Signature: _____

Printed Name: _____

Position: _____