

# ***President***

**Major Role:** The President shall be the principal Officer of the Association, and subject to the control of the Board of Directors, shall in general, supervise and control all of the business and affairs of the Board of Directors. He may sign, with the Secretary, any deeds, mortgages, bonds, contracts, or other instruments which the Board of Directors has authorized to be executed, except in cases where the signing and execution hereof shall be expressly delegated by the Board of Directors or by the By-Laws to some other Officer or Agent of the Association, or shall be required by law to be otherwise signed or executed, and in general shall perform all duties incidental to the office of President and such other duties as may be prescribed by the Board of Directors from time to time. President shall be responsible for setting the long-term direction of the association and implementing, monitoring, and evaluating all club functions. As a member of the association's board, this role is a representative of the general hockey public, working in the best interest of the entire youth organization. President will attend scheduled board meetings to provide status, input and direction to the executive board related to the area of responsibility as defined within this description. **PRESIDENT-ELECT will act at the request of the Board and President as to any matters. Prepare for role as President through close interaction with the President.**

## **Responsibilities:**

- Preside over Board and membership meetings
- Act as manager of all board members and committees
- Carry out all Board policies and determinations and ensure adherence to Bylaws and policies of GHA, WAHA (WAHL as a league administered under WAHA), and USA Hockey
- Advise, direct and delegate as necessary for the proper function of the organization
- Build positive relationships with surrounding youth associations
- Insure proper budgets are developed and monitored
- Conduct monthly board meetings, keep board meetings on task and efficiently run
- Represent association and vote, as necessary at state WAHA and WAHL meetings.
  - Either attend or assign attendance to these matters as necessary.
- Maintain order within the associations parents, coaches and players
- Assist with other roles as required

## **Job Requirements:**

- Ability to negotiate and resolve conflict, provide constructive feedback
- Positive attitude, problem solving and analytical skills
- Self-motivated and takes initiative
- Email capability, required to maintain and interact via email on regular basis
- Contribute required time which may include weekends and evenings
- Ability and willingness to attend many games
- May be required to attend a game or meeting with little notice

## **Time Needed for Position:**

This is a 24-month position, re-appoints every two years. This position requires approximately 4 to 6 hours weekly, based on the time of year and current level of activities. Requirements may jump to 10 plus hours per week during peak activity times.