

## Hamilton Ultimate Club Board of Directors 2002

### **The Hamilton Ultimate Club (HUC) Board of Directors**

#### *All listed positions*

The HUC Board of Directors (hereafter referred to as “the Board”) shall be comprised of everyone that takes one or more of the positions listed below. The Board will meet in-person and via e-mail periodically throughout the year to map and review progress. The Board will also decide on a financially viable budget for all HUC operations. Ideally, the Board should be comprised of people *not* holding positions, but volunteer numbers are a limiting factor.

### **President**

#### *Brett Taylor*

The HUC President shall be responsible to the HUC membership, and shall ensure all actions being taken by the Board and its members are in the best interest of the sustainable development of the HUC. The President will act as a public relations officer for the HUC, will monitor the status of all directors and will be available to anyone in the HUC membership. Along with the Accounting Director, the President shall act as a signing officer.

### **A-League Director**

#### *Brett Taylor*

With the assistance of other volunteers, the A-League Director will be responsible for setting up and running a co-ed 4-3 League and playoff structure for intermediate to advanced players in the HUC. This League will abide by all *HUC Rules* as laid out on the HUC website. The A-League Director will generate a report for the Board at the end of the term that will include an overview of the workings of the A-League along with no less than three suggestions for improving the League in the future.

### **B-League Director**

#### *Meaghan Hastie*

With the assistance of other volunteers, the B-League Director will be responsible for setting up and running a co-ed 4-3 League and playoff structure for intermediate players in the HUC. This League will abide by all *HUC Rules* as laid out on the HUC website. The B-League Director will generate a report for the Board at the end of the term that will include an overview of the workings of the B-League along with no less than three suggestions for improving the League in the future.

### **C-League Director**

#### *Mark Palmer*

With the assistance of other volunteers, the C-League Director will be responsible for setting up and running a co-ed 4-3 League and playoff structure for recreational players in the HUC. This League will abide by all *HUC Rules* as laid out on the HUC website. The C-League Director will generate a report for the Board at the end of the term that will include an overview of the workings of the C-League along with no less than three suggestions for improving the League in the future.

### **Junior Program Director**

Trish Hamilton (with help from Jamie St. Aubin, John Morelli, Steve Robinson)

With the assistance of other volunteers, the Junior Program Director will be responsible for overseeing the Juniors development program. This will entail contacting all phys-ed teachers in all high schools in the city of Hamilton to ascertain if ultimate is on their curriculum. If it is, the Junior Program Director will offer the expertise of as many HUC volunteers as possible to go to the school to run a clinic on ultimate. The Junior Program Director will organize and make the students aware that there is a Junior Pick Up night. Juniors are also welcome to join any of the Leagues in the HUC. The Junior League Director will generate a report for the Board at the end of the term that will include an overview of the workings of the Junior League/Junior Program along with no less than three suggestions for improving the League and Program in the future.

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### **Social Director(s)**

*(Jeff Eleveld will help produce videos if needed)*

Depending on interest, this position may be held by one or more people. The primary role of the Social Director is to promote a sense of community among members of the HUC. Securing venues and planning pre- and post-season gatherings will be one of the responsibilities. The Board shall decide on a budget for the Social Director prior to the start of the season.

### **Skills Development Director**

*Trish Hamilton (with help from Steve Robinson, Dan Ewing, Jennifer DeMille, Eric Robinson and others)*

The Skills Development Director will be responsible for enlisting the volunteer help of experienced ultimate players to conduct at least 4 ultimate skills clinics, starting before the Leagues start. The first clinic should focus on spirit and the rules of the game. You will need to be available noon to 2:00pm for the days these clinics run to help teach the newest players the basics of ultimate. Anyone with solid throws and a thorough understanding of the rules and spirit of ultimate could come and help out, but it will be Skills Development Director that secures volunteers. The Skills Development Director will draft a Skills Development Program (plan for skills clinics) and generate a report for the Board at the end of the term that will include an overview of the workings of the Skills Development Program along with no less than three suggestions for improving the Program in the future.

### **Touring Director(s)**

*Steve Robinson and Dan Ewing*

The Touring Director(s) will be responsible to encouraging all players in the HUC to go to at least one tournament throughout the year, be it Co-ed, Open or Women's. Touring Directors may be captains of touring teams, or they may delegate people as captains. The primary goal of the Touring Director(s) will be to ensure the sustainable development of at least one Open and one Women's touring team. The Touring Director(s) will also have the duty of securing bids to various tournaments, and operating under the budget created for them by the Board. (due to the lack of cohesion for co-ed touring teams, Touring Directors will not be responsible for any aspect of Co-ed teams, other than general recruitment for the sake of tournament experience for HUC members)

### **Tournament Director**

*Brett Taylor*

The Tournament Director, with the assistance of other volunteers, will advertise for, set up and run at least two co-ed tournaments throughout the year: St. Patrick's Day Divine Nines (established 1998) and Unknown Legends (established 1998). These tournaments allow HUC members a chance to play in a tournament and provide opportunities for increased community awareness of the HUC.

### **Communications Director**

*Meaghan Hastie*

The Communications Director will create a sense of community within the HUC by gathering, creating and disseminating information about HUC-related issues to the membership. This position will be responsible for the information on the "news" section of the HUC website, HUC email list material and other communications from the HUC to the membership. The Communications Director may request updates from any of the other Directors throughout the year, and will work with the Webmaster, Administration Director, and Promotions Director in a co-ordinated effort.

### **Accounting Director**

*Jennifer DeMille*

All financial transactions of the HUC shall be cleared by the Accounting Director. The Accounting Director will have possession of the HUC cheques and along with the President, shall act as a signing officer.

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### **Creative Director**

*Shannon Elliot*

The Creative Director will create and maintain a website for the HUC. It will be the responsibility of the Directors to create and deliver specific content they wish posted, however the Creative Director may request content for the website from the various Directors as required. The Creative Director will create, and maintain ownership of, all graphic design aspects for the HUC. The Creative Director will secure web space, an e-mail address for contacting the Webmaster and the domain name [www.hamiltonultimate.org](http://www.hamiltonultimate.org) under the budget laid down by the Board. The Creative Director will be at the disposal of any of the Directors, specifically the Promotions Director, to design and create material as required, in a timely manner, within reason.

### **Promotions Director**

*Mark Palmer*

The mandate of the Promotions Director will be to raise awareness of the HUC included, but not limited to, duties of increasing membership through advertisement of the Club in strategic locations with the assistance of other volunteers. The Promotions Director may choose to work with the Skills Development Director, the Webmaster, the Social Director among others.

### **Administration Director**

*Angela Grimminck*

The Administration Director, with the assistance of other volunteers, will plan and implement a system for gaining membership in the HUC. The duties of the Administration Director will include the intake of membership fees, liability waivers and team fees. Organization and record keeping will be a key attribute of the Administration Director. The Administration Director will act as Chairperson of HUC Board meetings. The Administration Director will generate a report for the Board at the end of the term that will include an overview of the administrative process along with no less than three suggestions for improving the process in the future.

### **Operations Director**

*Brett Taylor*

Responsible for liaising with The City Hamilton, Parks and Recreation Department to book fields for all leagues, tournaments and playoffs. The Operations Director will also secure insurance for the Club, and scout for long-term field security.

### **Pick Up Director**

*Dan Ewing*

The Pick Up Director will ensure that there is a forum (place, time and necessities) for anyone in the HUC membership to play ultimate at least once a week, other than Leagues, during the summer months. The Pick Up Director may choose the time and place and coordinate social gatherings afterwards, and may choose to work with the Promotions Director to encourage all skill ranges to play. The Pick Up Director may create and maintain an e-mail list, or may choose to send relevant information to the Communications Director and/or the Creative Director and have them distribute the information.