



### 1 Vacancy - 2017-18 Term

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#### MANDATE:

- Snow Valley Ski Club is a not-for-profit organization that promotes wellness through fun, friendly, safe, year-round recreation and sport for the Edmonton community.
- The club offers lessons to all ages for skiing, snowboarding, and ski racing, as well as providing a complete ski recreation area. During the summer, the club books catered banquets, functions, and operates the Rainbow Valley Campground located adjacent to the ski area. Starting summer 2017, the club plans to open and operate the Snow Valley Aerial Park (summer activity park).

#### STANDING COMMITTEES:

• Executive Committee	• Nominating Committee
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#### CURRENT BOARD ACTIVITIES:

• Continuous planning for Capital Improvements	• Amenity improvements
• Fundraising events	• Long-term Club sustainability

#### REMUNERATION:

- Board members serve in a voluntary capacity and receive a season's pass for each year of service provided.

#### APPOINTMENT TERM:

- One-year terms, (from May 1 to April 30) renewable to a maximum of six consecutive years
- City of Edmonton Volunteer Management practices include an annual evaluation of board members *[City Policy C575B]*

#### TO APPLY:

- Applicants are required to complete the online Taleo application, and attach a current resume plus three written letters of reference. (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)



### APPLICATION PROCESS TIMELINE:

Community and Public Services Committee of Council serves as the Selection Committee for two SVSC members. It is anticipated that selection processes will take place on the following dates:

- \* February 5, 2017 - Posting Expires
- \* March 3, 2017 - Applicant Short Listing
- \* March 23, 2017 - Applicant Interviews
- \* April 11, 2017 - Appointments made by City Council

### QUALIFICATIONS:

Useful skills, interests, values:

- \* An interest in Snow Valley's activities
- \* Well-developed interpersonal skills to deal effectively with a variety of people
- \* Negotiation and mediation skills to communicate persuasively, both verbally and in writing
- \* General knowledge of methods, principles and practices of board management
- \* The ability to commit:
  - o 6 hours per month
  - o The Board meets on the last Monday of each month, September through June, from 7 - 9 pm
  - o The Annual General meeting is held on the first Monday of October from 7 - 9 pm

### EXPECTATIONS:

- \* To evaluate Snow Valley's vision, direction and organizational strength. Focus on Snow Valley's mission, long-term strategies and master plan
- \* To participate in the board's deliberations and help reach decisions in matters of policy, finance, programs, personnel and advocacy
- \* To approve and monitor Snow Valley's annual & capital budgets
- \* To approve yearly audits
- \* To understand the work of, and be informed by, other committees operating within Snow Valley
- \* To actively participate in board and committee meetings, strategic planning session and the annual general meeting
  - o To review materials and prepare for meetings, participate in discussions and decision-making, and honor decisions of the board.