



Lacrosse Nova Scotia Board of Director Role Description

Vice President Organizational Effectiveness

The Vice-President Organizational Effectiveness is a key executive officer responsible for the functional efficiency and regulatory integrity of Lacrosse Nova Scotia. This role strikes a balance between high-level leadership—serving as the primary successor to the President—and hands-on operational management, particularly regarding sanctioning, provincial events, and organizational policy. The Vice-President Organizational Effectiveness should be ready to fill in for the President if they are unable to attend a function/meeting or fulfill their duties for any reason. Should the President leave or be removed from their role, the Vice-President Organizational Effectiveness will assume the duties until a new President is elected or appointed according to policy.

SKILL SET:

- The Vice-President Organizational Effectiveness should have a background in business, management, or supervisory.
- The individual should have an acceptance of the legal duties, responsibilities, and liabilities of non-profit associations. Experience chairing meetings and public speaking would be an asset.
- The individual should be committed to the Society's objectives, mission, aims, and values, as well as a willingness to devote time to carry out responsibilities.
- The individual should possess exemplary oral and written communication skills and the ability to respect the confidences of colleagues while balancing tact and diplomacy and willingness to challenge and constructively criticize.
- Governance Knowledge: The individual should be prepared to learn the details of the Society's governance including Bylaws, Regulations and Policies.
- The individual should be prepared to train in the President's duties when vacant.

SPECIFIC RESPONSIBILITIES:

- Be responsible for the operational matters of the Society primarily the sanctioning process. This will include acting as the primary contact for Members for sanctioning requests, certifications, boundary issues, and related questions.
- Be responsible for coordinating the Society's involvement in all provincial championships and national invitational tournaments held within the province of Nova Scotia
- Reports to and closely works with the President to assist in the President's duties as necessary.
- Performs other duties as assigned by the President.
- Serves as an officer of the Society; and
- Acts as one of the financial signing authorities.
- Budget Management: Develop and share with the VP Finance, the annual budget requirements related to this portfolio.

RELATIONSHIPS:



Accessible to all Directors and the general membership seeking answers to the Society's dealings and practices. Works in collaboration with the President to achieve the Society's mission of advancing and fostering the sport of lacrosse..

TIME COMMITMENT:

Monthly Time Commitment is approximately 10-20 hours per month allocated as follows:

- Approximately 8-16 hours for work requirements,
- 4 hours for meetings (Executive, Board) plus AGM and attending events as required.
- Seasonal Peaks: Additional time (approximately 20 hours) for each sector initiation (box, field, etc.), to manage sanctioning activities.