



## **Call For Directors**

### **What is Rugby Nova Scotia?**

1. Rugby Nova Scotia (RNS) is a provincial sport organization which promotes and engages in the sport of rugby in the province of Nova Scotia. RNS collaborates with partners and members to provide a safe, positive, and progressive sport environment.

### **How is the Board of Directors structured?**

2. The Board of Directors consists of a maximum of eight (8) Directors.

### **Responsibilities**

3. The Directors have the responsibility for setting directions, establishing policy, and overseeing the activities of RNS. More specifically, Directors must:
  - Support the objectives and activities of RNS.
  - Read and understand the financial statements and otherwise assist the Board in fulfilling its fiduciary responsibility.
  - Attend meetings of the Board and actively participate in decision-making.
  - Share their areas of expertise with the Board.
  - Be an advocate and ambassador for RNS.
  - Obtain various means of support for RNS, such as sponsorships, advertisers, members, exhibitors, speakers, etc.
  - Fulfill the duties of care, obedience and loyalty to RNS.
  - Participate in regular assessments to improve Board performance.
  - Participate in strategic planning activities.
  - Prioritize and monitor programs and services.



- Work to develop new leadership and recommend potential Directors to the Nominations Committee.
- Avoid conflicts of interest.
- Participate in RNS's conferences and meetings.

### **Time Commitment**

4. RNS holds a minimum of four (4) meetings of the Board per year.
5. Serving as a Director requires 8 to 10 hours in an average month. More time is required during the time around the Annual General Meeting, for specific committees, and when volunteers are required for significant competitions.

### **Term of Office**

6. Directors serve a term of two years.

### **Eligibility**

7. To be eligible for election as a Director, an individual must:
  - a) Be nineteen (19) years of age or older;
  - b) Have the power under law to contract;
  - c) Have not been declared incapable by a court in Canada or in another country; and
  - d) Not have the status of bankrupt.

### **How will Board members be selected?**

8. Directors are elected in accordance with RNS's By-laws.

### **Who is qualified to be a Director?**



9. Directors should possess most of the following General Attributes and more than one of the Specific Skills:

General Attributes:

- Knowledge of rugby
- Board experience with a governance board
- Policy Development
- Team player
- Business Acumen

Specific Skills:

- Leadership
- Funds Development
- Legal
- Human Resources Management
- Entrepreneurship
- Political Experience
- Government Relations
- Accounting & Finance
- Strategic Change Management
- Marketing/Communications
- Provincial Sport Perspective

10. For the upcoming election, RNS and the Nominations Committee are searching especially for individuals who are passionate and engagement community leaders.

## Nominations

11. All individuals wishing to run for a position as a Director, including all current Directors, will be subject to nomination which requires the submission of a signed **Candidate Application Form** and supporting materials by the application deadline.

12. The Nominations Committee will conduct due diligence by reviewing the nominee's qualifications, the required skills and attributes, potential conflict of interests or other significant matters which would preclude the nominee from successfully fulfilling the duties of a Director.



### **What information will be required to support each application?**

13. Each nominee must complete and sign a **Candidate Application Form** and submit it to the Nominations Committee along with a letter of intent and a **résumé** outlining the nominee's qualifications, successes, and work and volunteer history. Nominees may further submit:

- A **campaign platform** describing what the nominee would like to do to further the objectives of RNS– this material may be as detailed or specific as the nominee desires
- A **biography** of the nominee (maximum 300 words)
- A **video** describing the nominee and/or the nominee's platform (maximum 30 seconds)
- **Professional references**

### **What is the deadline for submitting applications?**

14. Applications may be submitted by email to [rugbyed@sportnovascotia.ca](mailto:rugbyed@sportnovascotia.ca) no later than: **Friday, April 25, 2025.**