

Sherwood Park Fish & Game Association

Past President

Primary Role:

The primary function of the Past President is to provide continuity from one Board to the next, from one year to the next.

This person should be a motivated self-starter who is capable of new programs innovation and is eager to engage the membership in programs and events.

Requirements:

- Be a member of the SPFGA in good standing.
- Regularly attend SPFGA Board meetings in accordance with bylaw requirements, as well as attending General meetings, and Special meetings when called.
- Be knowledgeable in the use of modern, distributed collaboration tools such as (but not limited to): E-mail, Slack, MS Teams, Microsoft Office, Dropbox/OneDrive, Google Office products such as Docs, Sheets, etc.

Permanently Assigned Responsibilities:

- Provide the context and rationale for past decisions made for the club and to advise on future decisions as required.
- Serve on the Member Disciplinary Committee as circumstances require.
- Supporting other Board members with club-focused activities such as the Black Powder shoot, Family Fun Day, etc.

Tasks:

This list is representative and not intended to be exclusive:

- Many club activities are on an annual cycle, so a key function is to act as a safety net and advise if things are falling through the cracks such as annual reports and other club obligations.
- Serve on the Nomination Committee.
- Submit estimated financial requirements for the annual budget.
- Monitor and respond to inquiries on the past-president@spfga.ca email account in a timely manner.
- Stay regularly informed on Association matters through participation in discussions by email or on the SPFGA Slack group.
- Doing the necessary pre-reading and pre-work required to come prepared to Board meetings.
- Provide relevant content to the SPFGA Communications Director for publication for publication in the newsletter, email updates, and social media.
- Volunteering at SPFGA events and activities.