



Vice President Position Description

Overview

A member of the RDMSC Executive, the Vice President acts as a liaison between the RDMSC and the City of Red Deer. The Vice President is also responsible for managing formal and informal dispute resolution of behaviour- and complaint-related matters originating from swimmers, families, coaches, and the coaching committee.

The Vice President determines all matters of discipline in accordance with RDMSC bylaws, policies, and codes of conduct. The Vice President also serves as liaison between parents, coaches, and members of the coaching committee in general, non-discipline related concerns, and questions. The Vice President of the Red Deer Marlins fulfills duties of the President in their absence.

Responsibilities

- Manage complaints, disputes, appeals and all matters of discipline in accordance with RDMSC bylaws, policies, and codes of conduct.
- Act as liaison between parents, coaches and members of the coaching committee to facilitate communication related to general, non-discipline related concerns and questions.
- Preside over meetings of the RDMSC Board of Directors, RDMSC Executive meetings, and general RDMSC meetings in the absence of the President.
- Serve as one of the RDMSC signing officers
- Attend the annual pool user meeting scheduled by the City of Red Deer
- Submit and coordinate all facility usage requests with the City of Red Deer
- Serve as second RDMSC representative on the ASSA Board of Directors and the Region D Representatives committee or appointing a designate from the Board
- Work with the Executive to manage scholarship or other financial-based requests from RDMSC members

Term: 2 years