

Ice Hockey Queensland Inc Policy Document

Role and Responsibilities

Position: **President**

Reporting to: The Membership

Responsible for: Overseeing the management, operations and affairs of IHQ by:

Duties:

- Call meetings of the Executive Committee or Board
- Presiding at Annual General Meetings, Special General Meetings, Executive Committee meetings and Committee of the Whole meetings
- Leading the development of strategic and policy direction for IHQ
- Ensuring that the clubs and leagues of IHQ are administered in a manner consistent with IHQ's policies and procedures
- Presiding at Tribunals and Appeals meetings, as required
- Representing IHQ to the media and at public events
- Provide protocol advice where necessary to players and team officials
- Acting as an Ex Officio member of all IHQ committees
- Be the initial point of contact for Appeals, Grievances, and Child Protection Officer for IHQ
- Perform such duties as may, from time to time, be established by IHQ
- To hold the casting vote when committee or board members votes are tied
- The President may exercise all duties and powers of the Executive or Board only in the case of an emergency when a vote of the Board or Executive Committee cannot be obtained, and he/she shall in a reasonable amount of time report in writing any actions taken in the exercise of this emergency power to the members of the Executive or Board
- Must be a registered member of IHQ