

Ice Hockey Queensland Inc Policy Document

Role and Responsibilities

Position: Vice President

Reporting to: The President

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

Duties:

- Assisting in the development of strategic and policy direction for IHQ
- Attending and/or filling in the role of the President if he/she are unable to attend Annual General Meetings, Special General Meetings, Executive Committee meetings and Committee of the Whole meetings
- 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
- Acting as an Ex Officio member of all IHQ committees
- Investigating any complaints brought forward by a parent, coach or player
- Perform such duties as may, from time to time, be established by IHQ
- Must be a registered member of IHQ