**Introduction:**

The Board of BC Ski Jumping and Nordic Combined Society (BCSJNCS) is elected by and responsible to the membership of BCSJNCS as defined in the Bylaws of BCSJNCS. Board Directors, Contractors, members of any committee of the Board, or any person appointed by the Board to serve on any committee of BCSJNCS, shall at all times be governed by applicable federal and provincial statutes, by the Bylaws, and by any Policies adopted by BCSJNCS for the governance and management of its affairs. Board Directors, Contractors, and members of any committee of the Board shall ensure that none of their actions or decisions conflict with the rules of Ski Jumping as set out by The International Ski Federation (FIS). BCSJNCS accepts all language contained in the BC Universal Code of Conduct (BC UCC).

**Standards of Personal Conduct:**

Board Members of BCSJNCS, Contractors or any member of a committee of the Board or member of a committee appointed by the Board shall:

1. Respect the rights, dignity and worth of all other persons;
2. Be responsible first and foremost to the welfare of BCSJNCS and must function primarily as a member of the board, not as a member of any particular constituency.
3. Conduct themselves openly, professionally, lawfully and in good faith in the best interests of BCSJNCS;
4. Behave with appropriate decorum;
5. Be fair, equitable, considerate and honest in all dealings with others;
6. Exercise due diligence in upholding their fiduciary responsibility to the membership of BCSJNCS;
7. Respect the confidentiality appropriate to issues of a sensitive nature;
8. Ensure that all members are given sufficient opportunity to express opinions, and that all opinions are given due consideration and weight;
9. Respect the decisions of the majority and resign if unable to do so;
10. Commit the time to attend meetings and to be diligent in their preparation for and participation in discussions.

**General Duties/Responsibilities of Members of the Board of Directors:**

The Board of Directors of BCSJNCS shall:

1. Establish the strategic purpose and values of the organization.
2. Exercise financial oversight and fiduciary responsibility for the organization on behalf of its members.
3. Exercise risk management oversight on behalf of the organization.
4. Establish, approve and review policies, particularly those related to governance of the organization or its members.
5. Avoid real or perceived conflicts of interest. Where a potential conflict of interest exists, a member of the Board is expected to declare the conflict and to act in accordance with established policies for resolution or avoidance of the conflict.
6. Engage in developmental activities to improve Board performance and ensure “best practices” in Board procedures.
7. Review the performance of Board members and of the Chairperson of the Board.
8. Respect the authority of the Chair, and exercise only such authority as is granted individually or collectively by Board governance policies.
9. Respect the relationship between the Board and Technical Director, and the authority of the Technical Director over management/administration.
10. Ensure that only the Chairperson of the Board or Technical Director speaks publicly on behalf of BCSJNCS, unless the Board has specifically authorized another spokesperson.
11. Establish clear performance criteria (including key results and time frames) for the periodic evaluation of the performance of the Technical Director.

**General Duties/Responsibilities of Contractors:**

Contractors (coach’s, administrative support and the Technical Director) shall:

1. Endeavor to deliver a quality Ski jumping/Nordic Combined program to all athletes that they coach/interact with and treat all athletes fairly.
2. Be responsible for the safety and well being of all athletes during coaching times and will follow all required safety policies and procedures. In particular, contractors will not consume or possess alcohol in front of athletes. Contractors will model appropriate trip behavior for athletes by maintaining their accommodation in a tidy manner.
3. Should any problem or incident arise, Contractors will go through the steps set out in the applicable policies and procedures of BC Ski Jumping and Nordic Combined Society.
4. Behave in a sportsmanlike manner and treat all athletes, coaches, staff, officials, volunteers, parents and spectators with respect.

**General Duties/Responsibilities of Members of Committees:**

Members of committees of the Board of BCSJNCS and persons appointed by the Board to serve on operational or other committees of BCSJNCS shall:

1. Develop, review and be guided by the Terms of Reference for the committee.
2. Develop, in conjunction with the Board an annual program of work for the committee, including performance outcomes and timelines.
3. Respect the authority of the chair of the committee, and communicate to the Board and to staff through the chair or through such lines of communication as may be established by the Board or by the High Performance Director.
4. Avoid and declare potential conflicts of interest,
5. Prepare for and participate fully in all discussions and decisions of the committee.
6. Ensure that decisions that create budgetary implications or expose the organization to potential risk are flagged for specific attention by the Board.
7. Ensure that budgetary constraints are known and respected.

I certify that I have read and agree to comply with the Code of Conduct for members of the Board, Contractors and Committees of BCSJNCS. I consent to allow BC Ski Jumping and Nordic Combined Society to submit the applicable Search and Disclosure of Personal Information form through the applicable law enforcement agency.

Name: Date:

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