



Ice Hockey Victoria

Position Description

Position	Ordinary Member
Business Unit	Executive Board of Management
Reports to	Ice Hockey Victoria Delegate Members
Overview	<p>Ice Hockey Victoria (IHV) is the State Sporting Organisation (SSO) for competitive Ice Hockey in Victoria. Its key stakeholders are the members, clubs Ice Hockey Australia, Ice Sports Victoria, O'Brien Group Arena at Docklands and Olympic Ice Skating Rink at Oakleigh.</p> <p>The duties of the Ordinary Members, as a whole, is to represent all IHV members.</p>
Position Outline	<p>Ordinary Members:</p> <ul style="list-style-type: none"> <li>• Attending relevant meetings and events on behalf of IHV</li> <li>• Contribute to the annual preparation of the IHV Annual Business Plan</li> <li>• Document all relevant duties for an Ordinary member as part of the IHV succession plan.</li> </ul> <p>Other tasks:</p> <ul style="list-style-type: none"> <li>• General administration</li> </ul>
Performance Indicators	<ul style="list-style-type: none"> <li>• Respond and prepare all documents as per the monthly Key Performance Indicators identified in the current Annual Business Plan</li> </ul>
Contact hours	8 hours /week (minimum) over 7 days. Additional time may be required throughout the season.
Remuneration	<ul style="list-style-type: none"> <li>• This is an unpaid volunteer position</li> </ul>
Term of Appointment	<ul style="list-style-type: none"> <li>• The position of Ordinary Member is for a 2-year term from the time they are elected.</li> </ul>