

# Curl BC Overview and Governance

A manual for Governors, Regional Representatives, and Curl BC Volunteers



## Overview:

Curl BC is the provincial sport governing body dedicated to the development, promotion and organization of curling in British Columbia. Curl BC is also responsible for the championship system that declares provincial representation at national events.

## Our vision:

Curling is an integral part of the lifestyle, culture and heritage of British Columbia.

## Governance:

Curl BC is a not-for-profit organization representing 90 curling centres and nearly 25,000 curlers across BC. The Organization is governed by a Board comprised of five Regional Governors and three Governors-at-Large who all serve for a two-year term, plus the Past Chair. The Board is both elected by and accountable to the curling centres. Details of governance, organizational structures, policies and procedures are publically available at [www.curlbc.ca](http://www.curlbc.ca).

The Board governs in a manner consistent with a policy governance model, focusing on strategic visionary leadership, policy-making, and collective decision-making. The Board oversees all Curl BC operational activities through the CEO who directly supervises Curl BC staff.

## Membership participation:

Any member in good standing may be elected to a volunteer position with Curl BC. There is no remuneration for volunteers other than for out-of-pocket expenses incurred during the performance of their role as approved by the Board. The principal volunteer roles are as a Governor, Regional Representative or Officers and Curling Centre Representatives.

## Role of Governor

As a member of the Board, Governors are stewards for the member facilities (curling centres). Regional Governors, while elected from a specific region or regions for a two-year term, are accountable to all member facilities across BC. Essentially, they are Governors from and not for the area from which they were elected. Governors-at-large are nominated based on specific skills required by the Board and elected at the AGM. They are also accountable to all member facilities across BC. The Board supports a diversity of views, but always speaks with a single voice. Governors are expected to participate actively in Board meetings (three annually) and in sub-committee meetings and assigned tasks. Governors adhere to the Board of Governor' Code of Conduct and Conflict of Interest Policies ([BG-6 & 7 in the Curl BC policy manual](#)). Other roles in which Governors are encouraged to participate are:

- Acting as Chair or Vice-chair of the Board of Governors (annual appointment)
- Acting as Chair of a Board sub-committee or ad hoc committee (annual appointment)
- Acting as representative of Curl BC and medal presenter at provincial championships (single event)
- Representing Curl BC as delegated by the Board or Board Chair such as at National meetings and events (ad hoc)

Board policies, expectations and responsibilities of Governors, and mandate and accountability of Board Committees are provided in detail in the Curl BC Policy Registry link located at:

<http://www.curlbc.ca/about/>

## Role of Regional Representative and Officers

The Regional Representative and other regional officers provide the interface between Curl BC Regions and both the Board of Governors and Curl BC Operations. Regional Representatives, alternates and other officers are elected by the Curling Centre Representatives in their Region for a two-year term. This Regional Committee is at the centre of Curl BC activities: acting as eyes and ears of Curl BC in the Region and being the face of Curl BC. Specifically the Regional Representative leads the committee to:

Liaise with centres

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- Facilitate information transfer from Curl BC to curling centres
- Encourage curling centre participation in Curl BC programs/competitions
- Problem-solving by linking curling centres with Curl BC Staff
- Promoting the role of Curl BC
- Encourages curling centres to provide timely information to Curl BC

## Foster inter-centre cooperation

- Encourage within-region cooperation among centres
- Coordinate Curl BC training and program roll-out
- Organize and chair regional meetings

## Manage competitions in cooperation with adjacent regions

- Organize and manage regional playdowns and inter-regional playdowns as required
- Encourage and support applications for delivery of provincial competitions

## **Role of Curling Centre Representative**

The Curling Centre Representative is elected/appointed by the curling centre. This representative carries the views of the centre to the Regional Committee and is the designated voting member at the Curl BC Annual General Meeting. While member centres may send more than one representative to the Curl BC Regional Meetings and Curl BC AGM, each centre has only one vote.

The Centre Representative:

- Provides feedback of centre needs to Curl BC
- Ensures centre information is forwarded to Curl BC
- Ensures information from Curl BC is passed along to the Centre
- Identifies opportunities for inter-centre cooperation to the Regional Committee
- Participates in regional meetings
- Voting representative at the Curl BC AGM

## **CEO & Curl BC staff**

The Curl BC **Chief Executive Officer (CEO)** is accountable to the Board of Governors and is delegated all authority and responsibility for Curl BC operations as defined by Policy. The CEO or his designate is also responsible for liaison with the Canadian Curling Association, for provision of services and support to curling centres and members, and for liaison and communication with affiliated curling or sport organizations and the public.

The **Participation Manager** is responsible for member services, disability sports, recognition and awards, development coaches and the Rocks and Rings program.

The **High Performance and Competitions Manager** is responsible for competitions, multisport games and high performance programming.

The **Education Manager** is responsible for the Can Curl and Can Curl More Program (Wheelchair Curling), Business of Curling, coaching training and certification, officials and ice technicians and Rockslide Summer Curling Camp.

The **Communications and Marketing Manager** is responsible for the production of the Yearbook and newsletter (The Curling Connection), the website, social media and media relations.

The **Provincial Coach** is responsible for high performance coaching and athlete development.

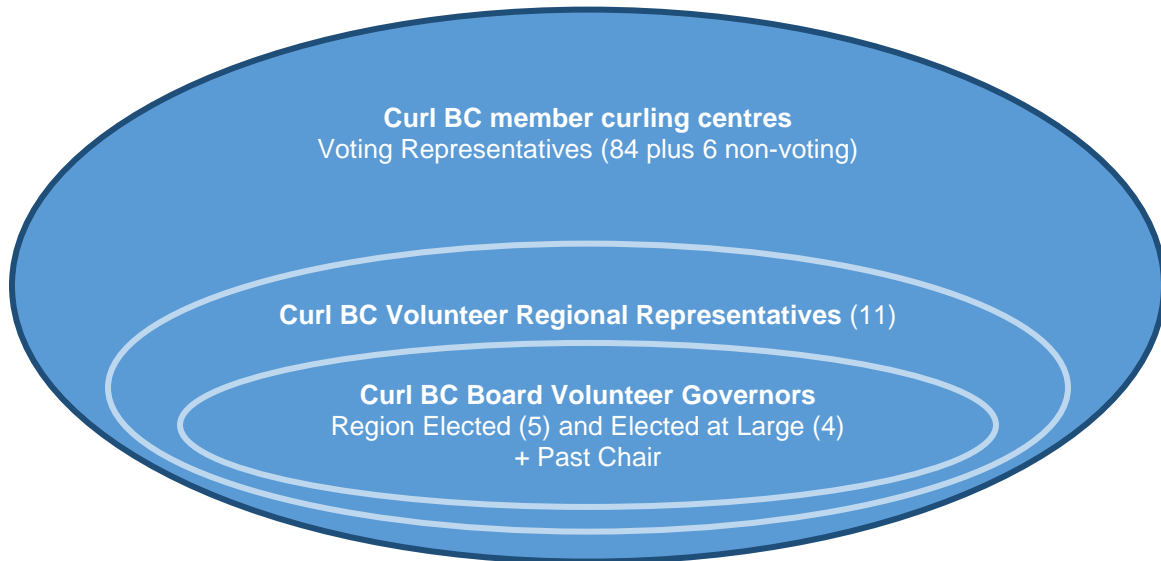
The **Administrative Coordinator** is responsible for the coordination of board meetings and other important Curl BC meetings and assists managers with their portfolios.

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## **Organizational structure**



### **Regional Representatives, Alternates and Governors elected in odd-numbered years:**

Region 1/2, Region 5/6, Region 8/9/10, and two Governors-at-Large.

### **Regional Representatives, Alternates and Governors elected in even-numbered years:**

Region 3/5/7, Region 11, and two Governors-at-Large.