



***Special  
Olympics  
Saskatchewan***



**Provincial Board of Directors  
Recruitment Information Package**

Dear Prospective Board Member,

Thank you for taking an interest in Special Olympics Saskatchewan. Our volunteers often report that they get so much more from our organization than they give. Being part of Special Olympics allows us to bear witness to the triumph of the human spirit.

Our Board of Directors provides the organization with keen oversight, direction and inspiration to achieve our strategic goals of promoting athlete health and fitness, community inclusion and public awareness through sport.

The collective voice of our Provincial Board of Directors is a dynamic collaboration of grassroots volunteers, business leaders and individuals with special skills and perspectives.

By committing to the leadership of our provincial organization, Board Members will set direction and policy towards quality experiences and truly a better life for our athletes and volunteers.

Critical to strengthening our governance and structure is quality and diversity of our board. We look forward to engaging with you through the nomination process and if you have any questions along the way, please feel free to reach out to me at 306-780-9277.

Yours in Sport,



Faye Matt  
Chief Executive Officer  
Special Olympics Saskatchewan



**Special Olympics Saskatchewan**

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*Created by the Joseph P. Kennedy Jr. Foundation for the benefit of persons with intellectual disabilities*

## MISSION

*Special Olympics  
Saskatchewan is  
dedicated to enriching the  
lives of individuals with  
an intellectual disability  
through active  
participation in sport.*



## VISION

**Our vision is that sport will open hearts and minds towards people with intellectual disabilities and create inclusive communities across Canada.**

## VALUES

**Inclusion:** We foster inclusive communities

**Diversity:** We honour what is unique in each individual

**Empowerment:** We create opportunities to pursue full potential.

**Respect:** We operate in an environment of cooperation, collaboration and dignity.

**Excellence:** We elevate standards and performance.

## History:

Special Olympics was incorporated in Saskatchewan in 1975.

## Who we are:

Special Olympics is **more than an event** – Special Olympics Saskatchewan delivers **world-class sport programs** to people with intellectual disabilities **daily** in **communities across Saskatchewan**.

Special Olympics is a catalyst for **social change**. Our programs help:

- Instill confidence, self-esteem and other **life skills** in our athletes.
- Contribute to **healthier** athletes with life-long physical fitness habits.
- Change attitudes and create a more **inclusive** society.
- **Strengthen communities**.

## What we do:

- We provide year round sport training and competitive experiences for people with intellectual disabilities.
- We are a multi-sport agency offering bowling, floor hockey, soccer, swimming, athletics and many more sports to athletes of all ages from two well into their senior years.
- Special Olympics Summer and Winter Games occur at the local, provincial, national and international level.
- All of our sports programs are run by high quality volunteer coaches.
- We provide training opportunities for coaches and volunteers.
- Local programs are operated by volunteer committees in 16 Saskatchewan communities.

## Operations:

- Our provincial office includes seven staff members serving programs, operations and development & community relations.
- Special Olympics Saskatchewan is an official Sask Sport Provincial Sport Governing Body and as such receives funding through Saskatchewan Lotteries.
- Special Olympics Saskatchewan is an accredited Special Olympics Canada Chapter and as such we are part of the worldwide Special Olympics movement.
- Special Olympics Saskatchewan is a registered charity through Canada Revenue Agency.



## Provincial Board of Directors

The Provincial Board of Special Olympics Saskatchewan is a governance board with elements of fundraising support.

## **General Schedule 2019-2020**

*Locations of events and meetings vary each program year depending upon activities and are usually in major centres in Saskatchewan. The schedule aligns with the organizational fiscal/program year of July 1-June 30.*

### **Membership Meetings & AGM - September 20th & 22nd, Yorkton**

The Membership Meetings are an opportunity for Special Olympics volunteers to learn about current events and new initiatives. The Annual General Meeting is an organizational mandate and the forum to approve bylaws, organizational financial statements and elect Provincial Board Members.

### **Special Olympics Saskatchewan Annual Awards - September 20th, Yorkton**

The Annual Awards give our organization the opportunity to celebrate and recognize those outstanding, Athletes, Coaches, Volunteers and Sponsors who make a difference in their communities and have found success in their involvement in Special Olympics.

### **Board Development & Retreat – November 9th & 10th, Location TBD**

Based on the needs and interests of the current board or current events, development and education sessions will be scheduled along with team building activities and general board meetings.

### **General Board Meeting – February, Conference Call**

General board meeting will consist of organizational updates, committee reports and approvals of any policies or reports.

### **General Board Meeting – April, Location TBD**

General board meeting will consist of organizational updates, committee reports and approvals of any policies or reports.

### **Committee Meetings - Various**

Committee meetings will be conducted at various times throughout the year. The Executive Committee and Audit Committee have standing monthly conference calls, while the Nominations, Stewardship and Human Resource Committees have periodic conference calls and meetings based on project needs.



### **Expectations:**

- Strive to attend 100% of Board Meetings.
- Attendance at programs, competitions and special events, especially in home communities.
- Effort to understand organization & support functions.
- Participation on and contributions to committee functions as necessary.
- Act as ambassadors of Special Olympics Saskatchewan to corporate, community, government or Special Olympics organizations.
- Provincial Board Members are eligible to claim mileage, accommodation and per diem expenses associated with pre-approved travel commitments.

### **Provincial Board Committees:**

The following committees have terms of references with structure outlines and all have separate meeting schedules beyond the regular board meetings.

- Executive Committee (Board Chair, Vice Chair, Past Chair & CEO)
- Audit Committee
- Human Resource Committee
- Nominations Committee
- Ad-Hoc Committees as required

## Provincial Board Bylaws:

- The Board shall consist of between (10) and sixteen (16) elected Directors, and the Knights of Columbus State Deputy or his Designate.
- One third (1/3) of the Directors shall be elected annually at the AGM each for a term of three years. The Directors are eligible for re-election.
- On election to the Board, individuals may hold an elected or appointed position on a Community or District Executive but shall not be eligible to vote as a Community or District delegate at General Meetings.
- Newly elected Directors commence their duties immediately after the AGM.
- A member of the Board shall be at least eighteen (18) years of age and meet all other qualifications as provided in Section 92 of the Act, as amended from time to time.

In order to remain effective while representing the needs of the Saskatchewan Special Olympics community, the Board shall strive to maintain the appropriate mix of individuals which provides the necessary knowledge, skills and experience required to effect good governance.

The Board shall undertake an annual environmental scan, based on a set of established core competencies, to identify potential gaps or deficiencies in its composition. Identified skill shortfalls shall be used to establish priority criteria for upcoming Director elections. These priorities shall guide the Nominations Committee in its selection of recommended candidates for consideration at the AGM. The Board will ensure that appropriate consideration is applied to all potential candidates, while striving to attain an effective governance body comprised of the following core elements:

- a) three (3) community representatives;
- b) an athlete representative;
- c) Subject Matter or Specialty Area Advisors, who provide subject matter expertise in the following areas:
  - i. Intellectual Disabilities;
  - ii. Financial Management;
  - iii. Human Resource Management;
  - iv. Sport Management;
  - v. Fund-Raising;
  - vi. Corporate Sponsorship; and
- d) An appropriate balance of Members-at-Large.

*It is recognized that these roles are not mutually exclusive and that the Board shall retain appropriate flexibility in order to attract and retain qualified individuals.*



**Let me win.  
But if I cannot win,  
let me be brave in the attempt.**

**-Athlete's Oath**



**“The amount of pride Aaron has as a Special Olympics athlete is new to me. Whether he’s introducing me to his teammates or seeing us in the stands when he makes a basket, the happiness and pride is absolutely contagious.”**

**Jordan Higgins, Brother of Aaron Higgins**

