

# Ice Skating Club of Fresno

## Jr. Board of Directors

### Purpose

The Ice Skating Club of Fresno Jr. Board of Directors was established to give our young skaters an opportunity to develop leadership skills and provide service to others. The members participating on the ISCF Jr. Board will learn responsibility and the meaning of volunteerism, while enhancing positive character traits, strengthening friendships, and becoming effective and active members of the Ice Skating Club of Fresno.

The ISCF Jr. Board of Directors will serve the club by providing an advisory voice on behalf of the junior membership. These junior volunteers will participate under the supervision of the Ice Skating Club of Fresno Board of Directors. In addition to providing their perspective, the Jr. Board members will coordinate events throughout the year to engage members in social events, fundraise for the club, and increase awareness about figure skating in the local community.

The ISCF Jr. Board of Directors currently consists of 5 members serving a 1 year term. Due to current Covid-19 restrictions, some elements of the ISCF Jr. Board's participation may be altered, postponed, or eliminated. Requirements for serving on the ISCF Jr. Board of Directors are listed below:

- 1) Must be an ISCF home club member in good standing
- 2) Must be 12-18 yrs of age
- 3) Be able to commit to meetings every 6 weeks.

### Responsibilities

The responsibilities of the ISCF Jr. Board of Directors are to meet together (or via Zoom meetings) once every six weeks to organize activities and events, volunteer in club functions, and create new and fun ideas for our junior members. All members will be assigned to a committee and given guidelines to follow within that committee. **ALL** Jr. Board members are encouraged to participate in **ALL** committee activities organized by the ISCF Jr. Board.

Future meeting dates will be established at the end of each meeting, will be posted on the ISCF website 'Jr. Board tab', and will be posted on the ISCF Bulletin Board at the rink. It is the members' responsibility to inform the Jr. Board Committee Advisors if they will be absent from a meeting. Missing 3 consecutive meetings without notifying the Committee Advisors may result in dismissal from the ISCF Jr. Board of Directors.

## Committee Selections

Committees will be formed based on the needs of the Ice Skating Club of Fresno. These committees may change over time. Current ISCF Jr. Board of Directors committees consist of:

- 1) Fundraising
- 2) Community Service
- 3) ISCF Quarterly Newsletter
- 4) Social Events
- 5) Social Media/Publicity

Committee Directors will be assigned based off the ISCF Jr. Board member interest on their committee preference sheet. Committee Directors will hold these positions for the length of their term. Current term starts July 2020 and ending June 30, 2021. Some committees may be altered or postponed due to Covid-19 restrictions.

## Code of Conduct

A Code of Conduct signature is required when turning in an application for the ISCF Jr. Board of Directors. All ISCF Jr. Board members are required to have a signed a Code of Conduct on file. If a Code of Conduct violation takes place, the member in violation will receive a verbal warning. Repeated Code of Conduct violations may result in dismissal from the ISCF Jr. Board of Directors. A copy of the Code of Conduct will be provided to all members. All ISCF Jr. Board members should take the time to review **ALL** ISCF Jr. Board Guidelines and Code of Conduct Rules.

# Guidelines for ISCF Jr. Board

## 1. Be Respectful

- *You are a team. You MUST work together to make the ISCF Jr. Board successful.*
- *Listen and consider everyone's ideas. Include your entire committee/Jr. Board of Directors when making decisions.*
- *Do NOT judge or talk poorly about each other.*
- *Listen and follow the rules set by the Jr. Board Committee Advisors.*

## 2. Attendance

- *Be on time. Everyone has busy schedules and we have limited time for group meetings.*
- *Inform the Jr. Board Committee Advisors ahead of time if you are unable to attend a meeting.*
- *Remember your committee depends on you to collaborate and execute activities.*

## 3. Communicate

- *If you are having trouble making a deadline or need help completing a task, don't be afraid to ask for help.*
- *If you do not understand a task given to you, ask for further information.*
- *School comes first! If you have a school event or other activity that prevents you from participating in an ISCF Jr. Board event, please let the Jr. Board Committee Advisors know ASAP so arrangements can be made in your absence.*
- *If you have any other concerns, the Jr. Board Committee Advisors are always available to listen and will help in any way they can.*

## 4. Be Positive Role Models

- *You are the face of the ISCF. Be respectful when planning/hosting an event or activity.*
- *Keep in mind the younger skaters (and parents) are watching you. You are not only a member of the ISCF, you are now Jr. Board Directors. Present yourself with a positive attitude, in and outside of the rink.*
- *Do NOT speak poorly of the ISCF Board members, ISCF Jr. Board members, coaches, fellow skaters, parents, or Gateway Ice Center employees.*

## 5. Have Fun

- *This is a great opportunity to build your leadership experiences and further friendships, take the time to enjoy it!*



**Ice Skating Club of Fresno  
Jr. Board of Application  
2020-2021 Term**

Date \_\_\_\_\_ USFS# \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Contact Info: Hm # \_\_\_\_\_ Mobile # \_\_\_\_\_

Email Address \_\_\_\_\_

The Junior Board of Directors was established to give our young skaters an opportunity to develop leadership skills and provide service to others. The skaters learn responsibility and the meaning of volunteerism, while enhancing positive character traits, strengthening friendships and becoming effective and active members of the club.

The responsibilities of the ISCF Junior Board are meeting together to organize activities, community service events, and volunteer in club functions while creating new and fun ideas for our ISCF junior members.

Applicant Name (Print) \_\_\_\_\_ Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Parent Name (Print) \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_

Please submit application to an ISCF Board Member or in the ISCF drop box in the rink office. Applications will be accepted on a first come, first serve basis. Thank you.

**Ice Skating Club of Fresno**  
**Jr. Board of Directors Applicant Questionnaire**

Name \_\_\_\_\_ Date \_\_\_\_\_

What are your or hobbies/interests? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Circle a few areas below that interest you or that you would be interested in participating in:

Fundraising

Social Events

Community Service

Media/Publicity

Newsletter Creation

Graphic Design/Art

Other \_\_\_\_\_

**Code of Conduct**  
**Ice Skating Club of Fresno**  
**Jr. Board of Directors**

The Ice Skating Club of Fresno Jr. Board of Directors is committed to creating a safe and positive environment for its members' physical, emotional, and social development as well as ensuring that it promotes an environment free of misconduct. As a board member of the club, I am fully committed and dedicated to the clubs' mission and have pledged to carry out this mission. I understand that my duties and responsibilities include the following:

1. I will actively promote the club in a positive manner.
2. I understand my legal responsibilities for the club and those of my fellow board members. I am responsible for knowing and overseeing the implementation of policies and programs.
3. I accept the bylaws and operating principles and understand that I am responsible for the health and well-being of this club and adhering to the member code of conduct of U.S. Figure Skating.
4. I promise to be fiscally responsible for this organization. I will make myself aware and knowledgeable regarding set budgets and finances, and will take an active part in reviewing, approving, and monitoring the budget and fundraising to meet the goals of our club.
5. I will actively engage in fundraising for this organization. This may include individual solicitation, undertaking special events, and the like. I am making a good faith agreement to do my best and to raise as much money as I can.
6. I promise to treat my fellow board members and other club members with respect. When conflict occurs, I will respectfully disagree and work for a compromise that is in the best interest of the club.
7. I will attend board meetings, be available for phone consultations, and serve on at least one committee. If I am not able to meet my obligations as a board member, I will offer my resignation.

Jr. Board Member Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_

Board of Director Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_