



FIELD HOCKEY ONTARIO
Box# 80030
Appleby Line, Burlington, ON
L7L 6B1
tel: 1 (877) 605-0855
info@fieldhockeyontario.com

Treasurer Role Description

Field Hockey Ontario (FHO) is the provincial association that leads, grows, and promotes outdoor and indoor field hockey in Ontario by engaging clubs, developing qualified coaches and officials, and supporting athletes at all developmental stages.

At FHO, we don't just accept differences — we celebrate it, we support it, and we thrive on it for the benefit of our players, coaches, umpires, technical officials, members, and our sporting community at large. FHO is proud to be an equal opportunity organization starting with the board, employees, volunteers, and committee members. We are committed to creating an inclusive and diverse work environment where all individuals feel safe and welcome. All qualified applicants will receive consideration for nomination without regard to race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, marital status, family status or disability. FHO welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Role of the Board of Directors

The FHO Board concentrates on providing strategic leadership and direction, financial oversight, and fiduciary responsibility to the organization through the development of plans and policies. The Board establishes a clear strategic plan with organizational priorities, initiates supportive policies, holds itself accountable, engages in evaluation, and enhances its governance capacity. Operational authority, including day-to-day operations, is also handled by the Board as FHO does not have any paid staff. We rely entirely on our volunteers to carry out all activities.

Time Commitment

- Two (2) year term.
- 6-12 meetings per year – held monthly or bimonthly, with special ad hoc meetings as needed.

Responsibilities of the Treasurer

- Reconciles bank accounts and produces financial statements, which they present at Board meetings.
- Ensures tax-related documents and legal forms are filed on time, such as the documents required to maintain the organization's tax-exempt status.
- Prepares the annual budget and presenting it to the Board for approval.
- Handles all revenue and expenses for the organization's accounts, including processing all payments.
- Oversees the annual audit and answers auditors and Board members' questions.



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General Responsibilities of the Board

- Provide guidance and leadership to FHO sub-committees, FHO volunteers, and paid staff and contractors (if applicable) as they implement the strategic and operational plans.
- Chair and/or participate on one or more FHO sub-committee.
- Review agenda and supporting materials prior to Board and sub-committee meetings.
- Approve annual budget and audit reports.
- Represent FHO to stakeholders and acting as an ambassador to the organization.

Timelines and Key Dates

- Nominations Open – Friday, December 6th, 2024.
- Nominations Close – Friday, January 31st, 2025.
- Board Election – Monday, February 10th, 2025.
- First Meeting of New Board – February 2025 (exact date to be determined).

Application-Nomination

To submit your interest in a Board position please complete the **2024 AGM Board of Directors Nomination Form** and email info@fieldhockeyontario.com with your FHO number, completed form, and identify the Board position(s) you are interested in.

Deadline to submit is Friday, January 31st, 2025 @ 11:59 pm EST.

Please see the FHO By-laws Article IV, for detailed information on the Composition of the Board and Eligibility of Directors.

Thank you for your support as we continue to develop field hockey across Ontario!