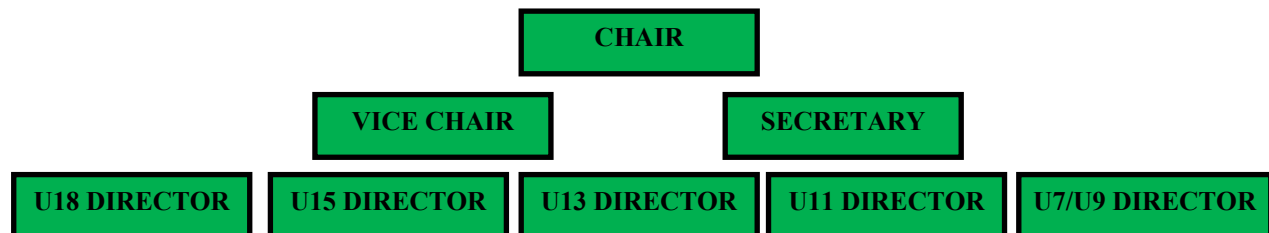


## FEMALE COUNCIL

The purpose of Female Council is to foster, promote, develop, supervise, and regulate all female hockey in the province. Female Council is a member of Hockey PEI, from which it derives its authority, and is subject to the constitution bylaws and regulations of Hockey PEI and Hockey Canada.



Female Council, working with its member associations and leagues, is responsible for the management and administration of all female hockey programs within its jurisdiction in the province from the entry level to U18 and above. Council works to develop and promote Hockey PEI initiatives, policy, and regulation. And it works to foster a safe, enjoyable and fun hockey experience for all members.

### DUTIES OF THE CHAIRPERSON

- Call and preside at all general, executive and special meetings.
- Provide support and direction to other female council members.
- Represent the Female Hockey Council on the Board of Directors of Hockey PEI
- Generally, perform all duties usual to the office of chairperson.
- Attend games as necessary to observe conduct of teams and spectators

### DUTIES OF THE VICE CHAIR

- Perform the duties of the chairperson when the chairperson is absent or unable to act.
- Lead Committee work as required or assigned by the Council Chairperson.
- Attend monthly council meetings.
- Attend games as necessary to observe conduct of teams and spectators.

### DUTIES OF THE SECRETARY

- Maintain minutes and records of council monthly, annual, and special meetings.
- Provide or circulate proper notice of all general, executive and special meetings.

### DUTIES OF DIRECTORS (U7/U9, U11, U13, U15, U18)

- Be responsible for all leagues within the director's applicable division.
- Assist in the recruitment of league coordinators.
- Provide guidance and maintain communication with league coordinators and league duties.
- Assist in the creation of league structure and schedules.
- Review and assist league coordinators with league suspensions in coordination with the Suspension Coordinator.
- Attend monthly council meetings.
- Attend games as necessary to observe conduct of teams and spectators.