



6.21 Annual Selection and Appointment of the Director, Rules & Officials to the HEO Board of Directors

Effective Date: July 2016

By April 15th of each year, the HEO Executive Director will:

1. Issue, via the HEO website and other social media venues, a notice of “Application for Director, R&O Position” which will outline the role/responsibilities of the position and will a request that the applicant outline his/her experience in this field; the notice will include a submission deadline of April 30th;
2. Prepare copies of the correspondence received from the applicants;
3. Provide copies of same to the members of the Board of Directors at the first meeting thereof in May for review and subsequent selection of the incumbent (the existing Director, R&O will not be a part of the review process);
4. Advise the successful candidate of his/her appointment to the HEO Board of Directors for the upcoming year;
5. Request that the incumbent prepare a work plan for the upcoming season and to be prepared to table same at the first regular meeting of the HEO Board of Directors;
6. Provide the President with the official notice of appointment for inclusion/announcement prior to the regular election process at the HEO AGM in June; and
7. Ensure that the name and contact information for the (new) Director, R&O is included in the annual HEO Handbook and that Hockey Canada is duly advised of same for purposes of future distribution of all relevant documentation.

The Role/Responsibilities of the Director, Rules & Officials are as follows:

1. Chair the HEO Rules & Officials Committee;
2. Ensure that all officiating programs are maintained within HEO with respect to the recruitment, training, development and certification of all officials in addition to the assignment of supervisors;
3. Delegate the authority for the assignment of on-ice officials to the respective Junior league(s) if the respective league(s) serve official notice in writing to do so;
4. Communicate changes in Hockey Canada or HEO Rules and Regulations to Team officials and to Game officials as well as to ensure strict adherence to the Hockey Canada officiating procedures and techniques;
5. Conduct hearings in accordance with Hockey Canada and HEO Rules and Regulations and the guidelines set out by the HEO Appeals Committee;
6. Represent the HEO Rules & Officials Committee on the HEO Board of Directors;
7. Represent the HEO Board of Directors as the delegate to the Hockey Canada Rules & Officials Committee as well as at clinics and/or seminars and National Referee-in-Chief meetings;
8. Liaise directly with the Hockey Canada Manager of Officials for all matters dealing with HEO officials and the officiating program within HEO; these would include nominations for the Canada Winter Games, Level VI Seminar, Program of Excellence, Inter-Branch, national and international assignments from HEO;
9. Make written reports for the regular meetings of the HEO Board of Directors; and
10. Provide the Hockey Canada Officiating Program with a written report that includes HEO registration numbers and the Branch ranking of officials.

