

Saskatchewan Alpine

Board of Directors and Staff Code of Conduct

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### 1. Purpose

The purpose of this Code of Conduct is to establish the standards of behavior and ethical expectations for members of the Board of Directors and staff of Saskatchewan Alpine.

Board members and staff are expected to act with integrity, professionalism, accountability, and respect while fulfilling their governance responsibilities.

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### 2. Scope

This Code applies to all members of the Board of Directors and staff, including:

- Chair
  - Chair-Elect
  - Past Chair
  - Treasurer
  - Directors
  - Committee members acting on behalf of the Board
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### 3. Guiding Principles

Board members and staff shall:

- Act in the best interests of Saskatchewan Alpine
  - Support effective governance and leadership
  - Demonstrate integrity, respect, and accountability
  - Promote a safe, inclusive, and respectful environment
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### 4. Duties and Responsibilities of Directors

Board members and staff shall:

- Fulfill their fiduciary and governance responsibilities
- Exercise due diligence and sound judgment
- Support the mission, vision, and values of Saskatchewan Alpine
- Participate actively and constructively in Board discussions and decisions
- Prepare for and attend meetings regularly

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## 5. Respectful Conduct

Board members and staff shall:

- Treat fellow Directors, volunteers, coaches, athletes, staff, and stakeholders with respect
- Encourage open, constructive, and professional discussion
- Personal attacks, intimidation, or disruptive behavior will not be acceptable.
- Support a positive governance culture

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## 6. Confidentiality

Board members and staff shall:

- Maintain confidentiality of non-public information
- Protect sensitive organizational information
- Respect the confidentiality of:
  - In camera discussions
  - Personnel matters
  - Complaints and Safe Sport matters
  - Financial and legal information

Confidential information shall not be disclosed without authorization.

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## 7. Conflict of Interest

Board members and staff shall:

- Disclose any real, perceived, or potential conflict of interest
- Comply with the Saskatchewan Alpine Conflict of Interest Policy
- Refrain from participating in decisions where a conflict exists

Board members shall place the interests of Saskatchewan Alpine above personal or external interests.

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## 8. Collective Responsibility

- The Board acts collectively as a governing body
- Once the Board has made a decision, Directors and staff shall support and respect that decision publicly, regardless of individual viewpoints during discussion

Directors and staff may express dissent during Board deliberations but shall not undermine approved Board decisions outside the Boardroom.

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## 9. Governance and Operational Boundaries

Board members and staff shall:

- Focus on governance, strategy, oversight, and accountability
- Respect the operational responsibilities of:
  - Athletic Director
  - Head Coach
  - Committees and designated operational roles

Board members and staff shall not:

- Interfere in day-to-day operations
  - Direct staff, coaches, volunteers, or athletes outside approved governance structures
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## 10. Safe Sport and Respectful Environment

Board members and staff shall:

- Support Safe Sport principles and policies

Harassment, discrimination, bullying, abuse, or retaliation will not be tolerated.

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## 11. Use of Authority and Position

Board members and staff shall not:

- Use their position for personal gain
  - Seek preferential treatment for themselves or others
  - Represent Saskatchewan Alpine without authorization
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## 12. Social Media and Public Communication

Board members and staff shall:

- Communicate responsibly in public and online environments
- Avoid comments or actions that may:
  - Damage the reputation of Saskatchewan Alpine
  - Undermine Board decisions
  - Harm athletes, coaches, volunteers, or stakeholders

Official organizational statements shall only be made by authorized individuals.

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### 13. Compliance with Policies

Board members and staff shall comply with:

- Bylaws
- Board policies
- Safe Sport requirements
- Applicable laws and regulations

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### 14. Reporting Concerns

Board members and staff have a duty to report:

- Breaches of Safe in Sport

Board members and staff shall report:

- Serious governance concerns
- Conduct that may place Saskatchewan Alpine at risk

Reports shall be handled in accordance with applicable policies and procedures.

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### 15. Consequences of Violations

Violations of this Code may result in:

- Verbal or written warning
- Removal from committees or leadership positions
- Suspension or removal from the Board, in accordance with bylaws and organizational policies

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### 16. Acknowledgement

Board members and staff must acknowledge that they:

- Have read and understood this Code
- Agree to comply with its expectations and requirements

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### 17. Review of Policy

This Code shall be reviewed every two (2) years or as required.

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Board Member Acknowledgement

I acknowledge that I have read, understood, and agree to comply with the Saskatchewan Alpine Board of Directors Code of Conduct.

Name

Signature

Date