

GRAND VALLEY TRAILS ASSOCIATION

Volunteer Job Description

Title: Hike Ontario Representative

Purpose: Represent the GVTA on the Board of Hike Ontario

Responsibilities:

1. Serve on the Board of Directors of the GVTA, attending 10 board meetings and the Annual General meeting each year.
2. As a director of Hike Ontario, represent the GVTA at Hike Ontario Quarterly Board Meetings and Annual General Meeting.
3. Ensure two-way communication between the GVTA and Hike Ontario on major activities.
4. Provide timely reports on activities of Hike Ontario and GVTA to each other.
5. Provide an annual report of GVTA activities to Hike Ontario.
6. Present recommendations to Hike Ontario and GVTA on behalf of each other.
7. Option to serve on other committees of the GVTA and Hike Ontario.

See Hike Ontario "Fact Sheet # 1" for details about Hike Ontario.

Qualifications:

- Familiarity with hiking and Ontario hiking trails
- Familiarity with issues affecting hiking clubs and trails in Ontario and Canada
- Excellent oral and written communication skills
- Develop familiarity with issues affecting hiking clubs and trails in Ontario and Canada

Resources:

Vehicle Computer Internet E-mail

Software: Microsoft Word, Acrobat Reader

Tools: _____

Other: _____

Relationships:

- Work closely with the boards of directors of both GVTA and Hike Ontario.

Time Commitment:

- Attend meetings as outlined above.

Travel Commitment:

- Travel to GVTA board meetings in Cambridge (Preston) as outlined above.
- Travel to Hike Ontario meetings in various areas of Ontario, or participate by teleconference.

Expenses:

Benefits:

- Play a key role in supporting and promoting hiking and hiking trails in Ontario.
- Participate in making policies that may affect the future of hiking in Ontario.
- Help the GVTA to participate in the programs and benefits of Hike Ontario.
- Travel to many parts of Ontario and get to know hikers from many hiking clubs.

December 2, 2005 RMO