

Camrose Buffaloes Football Association (CBFA) **Board Members Code of Conduct**

The Code of Conduct is written and agreed to, to protect and support all players, coaches, officials, staff and parents as well as the team's reputation in the community and in the league.

Appropriate behaviour allows everyone to learn, to be safe, and treated with respect, courtesy and consideration. Consequently, appropriate behaviour with CBFA is mandatory. Each person must take responsibility for his/her behaviour and make appropriate choices as described below.

As a Board Member of the CBFA:

I commit to not only representing the CBFA but also respecting and advancing the league's mandate and maintain the principles, integrity and dignity of the CBFA and CDMFA.

I will strive to be present for all Board meetings, representing the position to which I was elected. I will be prepared and familiar with items on the agenda for all meetings.

I will fully participate in meetings while demonstrating respect, kindness, consideration and courtesy to others.

I will strive to complete all tasks assigned to, volunteered for or as part of my elected position in a timely manner.

I will respect and adhere to the By-laws, Rules, Policies, Procedures and of the CBFA.

I will accept the responsibility to ensure that the members of the association are informed of CBFA activities.

I will not use any wide-spread social media communication channels to communicate any conflicts, debates or confidential issues, recognizing that mass communication methods can detract from CBFA's ability to resolve issues and disputes in a timely, equitable and professional fashion.

I will not use my status or position with the CBFA to influence or gain a benefit or advantage for myself, my family or others with whom I have a significant personal or business relationship. I will recuse myself from voting on motions where I have a real or perceived conflict of interest.

I will show respect for the concerns, opinions, and questions presented to me by board members, staff, association members and officials and do my best to follow-up in a timely manner.

I will keep all these matters confidential and shall not speak of them outside of the Board without prior approval from the Executive.

I will remove any personal bias of personal affiliations during all Board discussions, approach contentious issues with sensitivity and tact and place the interests of the CBFA above my own private interests.

Any CBFA Board Member not abiding by the Code of Conduct will be asked to stop or change their behaviour. If they do not comply, they will be asked to leave and disciplinary procedures will follow. If this occurs the incident(s) will be reviewed by the Executive of the Board. Other sanctions deemed necessary by the CBFA Board may be enforced.

I have read, understand and agree to abide by the Camrose Buffaloes Football Association rules and Code of Conduct as written on this form.

Print name of Board Member

Print name of Witness

Signature of Board Member

Signature of Witness

Date

Date