

NATIONAL MANAGEMENT COMMITTEE

Review of Structure and Roles
(January 19, 2019)

Rethink Role

- Focus on functional areas
- Provide VPs with accountability for a complete functional area
- VPs will be responsible for:
 - Collaborating with other VPs while managing their functional areas
 - Engaging members related to their functional areas
 - Developing:
 - Annual operational plans with performance measures
 - Quarterly reports
 - Annual reports
 - Budget development and monitoring for areas of responsibility
- The Chair of the Financial Oversight Committee (FOC) will sit on the NMC and have equal status as a Vice President.

Changes in Roles

Function	From	To
Finance <ul style="list-style-type: none"> Financial Statements Budget preparation coordination and monitoring 	<ul style="list-style-type: none"> VP Business Operations 	<ul style="list-style-type: none"> Chair Financial Oversight Committee (new to NMC)
Information Technology <ul style="list-style-type: none"> Management of systems 	<ul style="list-style-type: none"> VP Brand and Partners 	<ul style="list-style-type: none"> VP Business Operations
Human Resources <ul style="list-style-type: none"> Complaints, Investigations 	<ul style="list-style-type: none"> VP Member and Resorts 	<ul style="list-style-type: none"> VP Business Operations
VSS	<ul style="list-style-type: none"> VP Business Operations 	<ul style="list-style-type: none"> Division President Representative
National Annual Conference	<ul style="list-style-type: none"> VP Brand and Partners 	<ul style="list-style-type: none"> VP Business Operations
Registration <ul style="list-style-type: none"> Policies and procedures Technology 		<ul style="list-style-type: none"> VP Business Operations
Non-skiing Events (e.g. 365 Events)	<ul style="list-style-type: none"> VP Member and Resorts 	<ul style="list-style-type: none"> Division President Representative
SFA Sales and Marketing	<ul style="list-style-type: none"> VP Training and Development 	<ul style="list-style-type: none"> Division President Representative

Changes in Names

Old Name		New Name
Business Operations	➔	Business Administration
Member and Resorts	➔	Patrol Operations
Brand and Partnerships	➔	Communications and Marketing
Training and Development	➔	Training and Development
Division President Representative	➔	Division President Representative
		Chair Financial Oversight Committee (new to NMC)
President and CEO	➔	President and CEO
National Manager	➔	National Manager

New Structure

(Employee Positions on NMC)

Portfolio	Main Roles
President and CEO	<ul style="list-style-type: none">External Relations – non-training (CSC, NSP, FIPS, Parachute, etc.)FundraisingRevenue GenerationGovernance – i.e. Board of Directors supportStrategyOfficial CSP spokespersonSponsorship
National Manager	<ul style="list-style-type: none">National office supervisionProperty managementMeeting planning and supervisionBook-keeping supervision

New Structure

(Volunteer Positions on NMC)

Portfolio	Main Roles	
Business Administration	<ul style="list-style-type: none"> Annual General Meeting Insurance Office 365 	<ul style="list-style-type: none"> Information Technology – Architecture & system maintenance NMC Meetings Registration
Patrol Operations	<ul style="list-style-type: none"> Recruitment & Retention CISM External Relations – Ski Area Awards and recognition 	<ul style="list-style-type: none"> Member engagement on strategy Safety and Injury Prevention Programs ZP and DP oversight Human Resources
Communications and Marketing	<ul style="list-style-type: none"> Internal Communications (content creation and distribution) Digital Marketing (web, SM channels) Pro-Deals Uniform distribution 	<ul style="list-style-type: none"> External Communications (content creation and distribution) Sales and Marketing SFA E-commerce Brand management
Training and Development	<ul style="list-style-type: none"> Professional Development – General External Relations – Training Partners E-learning content and process Instructor certification program AFA resource 	<ul style="list-style-type: none"> Operations SFA and AFA Medical Standards Development of educational materials Patrollers manual review and revision
Division President Representative	<ul style="list-style-type: none"> Liaison between NMC and Division Presidents VSS 	<ul style="list-style-type: none"> Non-skiing events (365 events) SFA Course sales coordination
Finance	<ul style="list-style-type: none"> Budget preparation and monitoring Financial Management (treasury, payroll, investments, capital management) 	<ul style="list-style-type: none"> Financial Statement Preparation Audit oversight Enterprise Risk Management

Implementation

Item	Date
Presentation to Board of Directors	April 11, 2019
Distribution to Zone and Division Presidents	April 24, 2019
Communication to entire CSP Membership	May 15, 2019
Update CSP Regulations, NMC job descriptions, and policies as required	May 15, 2019
Select VP Business Administration	June 1, 2019
NMC meeting, face-to-face (to be finalized)	June 6-9, 2019