



NYTA Director Application

(revised January 2023)

Director Application

North York Tennis Association

TO: All Community Club Presidents

FROM: Chair, NYTA Nominating Committee

DATE: January 2023

SUBJECT: Future Candidates for the NYTA Board of Directors

The NYTA is being proactive and seeking future qualified and experienced individuals to serve on the Board of the NYTA. We are looking for individuals who have served at their club in a leadership role and who are generally interested and enthusiastic about the development of tennis.

With the changes made to the administration of community tennis following amalgamation, it is important that NYTA has a strong Board of Directors to provide input to the city and to manage the affairs of the Association.

This email contains two documents. Firstly, there are the Roles and Responsibilities of the NYTA Board of Directors which describes the duties of the Board the type of individual that would best suit the culture of the organization. The second document is the application form for nomination of candidates to the Board. This application must be completed by the candidate and supported by the signature of 10 community club members including a club president. This application will be forwarded to the NYTA Nominating Committee who will review and consider the application.

We very much appreciate your interest and will give your application careful consideration for future nomination to the Board.

Please advise that applications to serve on the NYTA Board must be submitted to the NYTA office by August 31st.

With your help and co-operation, we can help our community tennis club system to thrive and continue to be a strong voice for the development of tennis in the city.

Sincerely,

Chair of the NYTA Nominating Committee
encl.

Roles and Responsibilities of the NYTA Board of Directors

1. The NYTA is a not-for-profit organization founded in 1972 to represent the interests of the organized Tennis Clubs within the former City of North York.
2. All community clubs operating in the City of Toronto (North York District) under a permit issued by the City's Parks and Recreation Department must be members of the NYTA as required by the City Operating Regulations and are required to pay annual dues to support the work of the NYTA.
3. The day-to-day affairs of the NYTA (leagues, tournaments, training seminars, junior programs etc.) are administered by paid staff that report to the NYTA Board.
4. The NYTA is responsible for the organization of the member community tennis clubs and is the liaison between these clubs and the City of Toronto.
5. The NYTA is responsible to provide input and to negotiate operating regulations and conditions for permits for the community clubs with the City of Toronto.
6. The Board of Directors is responsible to make decisions and manage the affairs and programs run by the NYTA.
7. The NYTA is responsible for the organization of approximately several leagues and is involved with the development of junior players through training programs.
8. The Board is responsible to approval and control of expenditures of the NYTA budget.
9. The NYTA Board of Directors consists of up to 7 members that are elected annually for a one-year term at the NYTA Annual General Meeting.
10. NYTA Board members should possess the following skills and attributes:
 - a) collaborative and cooperative attitude- able to work in a team setting
 - b) practical and reasonable approach
 - c) committed to the development of tennis on a region-wide basis
 - d) excellent listening and communication skills
 - e) have been a member of a NYTA community club for at least the previous five years
 - f) have serviced in the past in a leadership position at a NYTA community club

(e.g. Board member, Inter-county Captain, etc.)

11. Although a Director may be an officer or committee member of a North York community tennis club in the same period covering his/her tenure as a NYTA Director, it must be understood that no Director is a representative of his/her own club and must promote the interests of tennis from a broad region-wide perspective.
12. A Director may raise matters affecting their own club at NYTA Board meetings only with the prior approval of the President of the NYTA. The Director may not cast a vote on any business related to their own club that there may be a real or perceived conflict of interest.
13. A Director occupying a position on a club executive shall develop immediately an arm's length relationship with the club executive committee on any matters affecting the club where the NYTA is involved and shall abstain from any discussion at club level and take no part whatever on any matter involving action or participation by the Association. In effect, the Director concerned would declare a conflict of interest, advising the President of the Association that he/she had so declared his/her position to the club executive committee.
14. In the event that the NYTA is involved in matters affecting a Director's own club and the Director, to the knowledge of the President or the Board of the Association, continues to be involved at his/her own club in the matter, the President shall have the right to request and obtain the resignation of the Director involved from the NYTA Board.
15. In addition, a Director shall have no contact with the City of Toronto on any matter affecting any club including his/her own club or contact with any club unless such contact is first approved or requested by the NYTA or its President and the Director is thereby acting on behalf of the Association.
16. Applications for nomination of candidates to the NYTA Board must be supported by the signature of 10 community club members including the President of a NYTA community club. Current Directors of the NYTA board cannot be solicited for their signature in the application process.

Application to Serve on the NYTA Board

(To be completed by the proposed candidate and submitted to NYTA
by **deadline of August 31st.**)

To: The Chair of the NYTA Nominating Committee

Date:

Re: Proposed Candidate for the Board of the North York Tennis Association

Name	
Address	
City & Postal Code	
Occupation	
Home & business phone numbers	
Email Address	

Please provide details:

A) Background in tennis (executive positions, club programs & involvement, etc.)

(Attach an additional page if needed)

B) Contribution potential (Skills, Experiences, Initiatives, Interests, etc.)

C) Background in other community-related activities

Please consider me for a position on the Board of Directors of the North York Tennis Association.

Signature of Candidate

Date

Supporting Signatures:

No.	Print Name	Signature	Date	NYTA Community Club
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

****PLEASE NOTE THAT CURRENT DIRECTORS OF THE NYTA BOARD ***
CANNOT SIGN THIS DOCUMENT.**

Mail this form by deadline of August 31st

NYTA,
P.O. Box 896, Station B,
Willowdale, Ont. M2K 2R1
Attention: Chair, Nominating Committee

Or email to

Dave@nyta.org