



**1 Vacancy**

1 OF 2

**MANDATE:**

The Edmonton Combative Sports Commission controls and regulates all aspects of professional combative sports and events in the City, including:

- ✳ Hearing appeals from the Executive Director’s licensing and permitting decisions

Approving regulations governing:

- ✳ Licensing criteria and requirements for all aspects of Combative Sports and Events
- ✳ Conduct of Promoters, Contestants, and other Persons participating in Combative Sports or attending Events
- ✳ Credentials, qualifications and selection processes for Officials
- ✳ Contests
- ✳ Disciplinary proceedings and sanctions
- ✳ Internal Commission procedures and governance, and
- ✳ Any other matter relating to the control or regulation of Combative Sports and Events in The City of Edmonton

**SUB COMMITTEES:**

✳ On an Ad Hoc basis - (none at present)	
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**CURRENT COMMISSION ACTIVITIES:**

✳ Strategic Plan for 2018	✳ Comprehensive Review of Current Commission Policies and Procedures

**REMUNERATION:**

- ✳ NONE - Members serve in a voluntary capacity, however, eligible expenses are available for citizen members who serve on Council committees, including a child care expense allowance (for meeting attendance) based on actual receipts submitted

**APPOINTMENT TERM:**

- ✳ Two-year terms, (from May 1 to April 30) renewable to a maximum of six consecutive years
- ✳ City of Edmonton Volunteer Management practices include an annual evaluation of board members [City Policy C575C]

**TO APPLY:**

- ✳ Applicants are required to complete the online Taleo application, and attach a current resume plus three written letters of reference. (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)

**APPLICATION PROCESS TIMELINE:**

Community and Public Services Committee of Council serves as the Selection Committee for Commission members. It is anticipated that selection processes will take place on the following (Tentative) dates:

- \* February 4, 2018 - Posting Expires
- \* March 16, 2018 - Applicant Short Listing
- \* April 6, 2018 - Applicant Interviews
- \* April 10, 2018 - Appointments made by City Council

**QUALIFICATIONS:**

- \* Governance experience with a primary focus on administration, regulations, adherence to rules and safety
- \* Interest in the regulated sports is an asset, however, expertise is not a requirement as training is provided
- \* Computer competency is desirable
- \* The ability to commit:
  - o Approximately six hours per month
    - o for Commission meetings and subcommittee meetings, activities and hearings as required

The Commission meets on the second Monday of each month at 7 pm

**EXPECTATIONS:**

- \* A strong commitment to the mandate of the Edmonton Combative Sports Commission
- \* To provide for a licensing and permitting system and establish the criteria to be met before a license or permit will be issued
- \* To develop and revise rules, regulations, policies and procedures relating to events and the Commission's activities
- \* To direct the Executive Director with respect to matters within the Commission's mandate
- \* To develop an awareness of best practices governing events
- \* To actively participate in Commission meetings, and activities:
  - o To review materials and prepare for meetings, participate in discussions and decision-making, and honor decisions of the Commission
- \* To abide by the [ECSC Code of Conduct and Policy on Conflicts of Interest](#)
- \* To work cohesively and productively with others in a respectful manner