

Friends and fellow Scots,

I need your help! The Scottish Society of Ottawa is seeking new committee members to provide fresh energy and enthusiasm. In particular, we need a motivated volunteer to drive this year's Hogmanay Event. We have built a very successful volunteer organization, with money and goodwill in the bank. But without an injection of new blood, there will be no Hogman-eh! in Ottawa this year.

I helped found the SSO five years ago, with a small band of enthusiastic Scottish exiles such as the late Senator Doug Finley. Some of us were relatively recent arrivals; others had been here for generations. We were united by our pride in our heritage and our desire to ensure the contribution of the Scots to Canada is not forgotten.

The Scottish Society has evolved since then. We have hosted five Hogmanay events, each bigger than the last. Hogmanay has grown into the flagship New Year's Eve celebration in Canada's capital - a free, family-friendly way to ring out the old and bring in the new.

We have pioneered the Great Canadian Sir John A. Macdonald Kilt Skate - an event that is now being celebrated in cities across Canada every winter.

And we have provided an online meeting place for those of a Caledonian persuasion, including the Society's 600+ members, to share news and views.

The SSO is run entirely by volunteers and funded by sponsorship. The Society is something of a victim of its own success. A number of the original committee members are stepping down, after five years of service. While some are happy to take reduced roles to ensure a smooth passing of the baton, we need new drive and new ideas.

If you are interested in any of the positions listed below, please contact me - [jjivison@postmedia.com](mailto:jjivison@postmedia.com) - and plan to attend our annual general meeting on Saturday, May 6<sup>th</sup> at 10:00 AM at Heart and Crown Pub, 73 Clarence Street.

The grand committee is committed to ensuring the SSO survives but it will be in a greatly reduced capacity, unless there is a response from the membership.

Thanks for your support over the years. Please think about getting involved.

Aye

John Ivison  
Executive director

Positions to be filled:

Chair

Vice Chair

Executive Director

Communications Director

Outreach Director

Events Director

Hogmanay Event Lead

Artistic Director

Volunteer Director

## Descriptions of Positions

Unless otherwise specified by the board (which may, subject to the Act modify, restrict or supplement such duties and powers), the officer of the SSO, if designated and if officers are appointed, shall have the following duties and powers associated with their positions:

- a. Chair of the Board – Shall be a director. The chair of the board, if any, shall, when present, preside at all meetings of the board of directors and of the members. The chair shall have such other duties and powers as the board may specify.
- b. Vice-Chair of the Board – Shall be a director. If the chair of the board is absent or is unable or refuses to act, the vice-chair of the board, if any, shall, when present, preside at all meetings of the board of directors and of the members. The vice-chair shall have such other duties and powers as the board may specify.
- c. Executive Director – Shall be responsible for implementing the strategic plans and policies of the SSO. The executive director shall, subject to the authority of the board, have general supervision of the affairs of the SSO.
- d. Secretary – Shall be a director and shall attend and be the secretary of all meetings of the board, members and committees of the board. The secretary shall enter or cause to be entered in the SSO's minute book, minutes of all proceedings at such meetings; the secretary shall give, or cause to be given, as and when instructed, notices to

members, directors, the public accountant and members of committees; the secretary shall be the custodian of all books, papers, records, documents and other instruments belonging to the SSO.

- e. Treasurer – Shall be a director and shall act as financial controller and planner, providing financial reporting as needed.

The Grand Committee of the SSO shall be comprised of the members of the Board of Directors plus appointed officers who shall have the following duties and powers associated with their positions, in addition to such officers as approved by the Board of Directors:

- a. Marketing Director – Shall be responsible for all aspects of marketing and public relations, both for the SSO and its associated events. Assistants may be appointed from time to time to lead initiatives focussed on events, but all marketing activity shall be in accordance with the Board approved plan.
- b. Events Director – Shall be responsible for the development of the SSO event plan and the coordination of Activities on behalf of the Board of Directors.
- c. Events Planners – Shall be responsible for the detailed planning and delivery of specific events on behalf of the Board. They will be supported by teams of members who will assist with the preparation for and execution of approved events.
- d. Outreach Director – Shall be responsible for all outreach activities with the community and other organisations who may wish to become involved in SSO events or to invite the SSO to participate in their events or activities.
- e. Membership Director – assumes membership development responsibilities, maintains active communication with members via e-newsletter and administrators and maintains the membership directory. Communicates with new and expired members.

The powers and duties of all other officers of the SSO shall be such as the terms of their engagement call for or the board or president requires of them. The board may from time to time and subject to the Act, vary, add to or limit the powers and duties of any officer. Members may be called upon from time to time to serve as non-executive members of the Grand Committee.