

Role of the Hockey Saint-Laurent Association elected Communications Director

Communications Director

The Communications Director shall:

1. Report to and receive direction from the President . The Communications director works closely with the Treasurer and Registrar. The Communications director must sign the AGREEMENT TO THE ADMINISTRATOR'S CODE OF ETHICS.
2. Maintain and organize the Hockey Saint-Laurent website.
3. Membership registration must be entered and updated on the website as well as distribution of teams, coaches and convenors.
4. Send communications by email any and all events and notifications.
5. Update all email changes on the Hockey Canada Registration website.
6. Coordinate and setup registration and email systems for all courses and tournament