## Employment Policy (Expectations) for the British Columbia Netball Association

## 1. BC Netball believes in:

- > Supporting the well being of the employee.
- > Treating the employee with dignity and respect.
- Treating the employee fairly
- > Ensuring that the employee works in a harassment free environment.
- ➤ Ensuring that the employee understands the expectations of the job.
- Fulfilling its' commitment to pay the employee the agreed upon amount on the agreed upon dates.
- ➤ The employee establishing her/his own work hours to achieve the completion of the projects for which she/he is responsible.
- ➤ Hiring an employee on an annual basis depending on the finances available.
- ➤ Having the employee and the Association agree to the expectations of the job and to an annual review.

## 2. Expectations for the staff person.

The Staff person must:

- ➤ Have the skills and knowledge to achieve the objectives of the projects for which she/he is responsible.
- ➤ Meet the deadlines for completion of the projects for which she/he is responsible.
- ➤ Exhibit the highest standards of conduct.
- ➤ Work cooperatively with members of the Association.
- Attend scheduled board meetings to give a progress report.
- Work from home independently.
- ➤ Be responsible for the BC Netball phone line and address.