

ONTARIO LACROSSE SEEKING TO FULFILL CASE MANAGER POSITION

TORONTO, ON – August 25th, 2021 – The Ontario Lacrosse Association (OLA) is seeking applicants to fulfill its Case Manager position. The Case Manager is a volunteer position that oversees all OLA hearing processes, including discipline hearings, release hearings and appeal hearings as directed by the OLA President.

PURPOSE:

The OLA Case Manager is responsible for coordinating all information related to the OLA's hearing processes, and liaising with all parties to whom the hearing is held for. The OLA Case Manager is responsible for gathering and organizing documentation to the hearing committee, and ensuring that all hearing timelines are followed in accordance with the OLA's Operating Regulations.

LOCATION:

This position is performed remotely, although in rare instances, it may be necessary to participate in-person.

REPORTS TO / TERM LENGTH:

The OLA Case Manager is a volunteer position appointed annually by the Board of Directors. The position reports directly to the OLA President and Executive Director.

QUALIFYING SKILLS:

- Strong understanding of OLA Rules & Regulations, Registration Process, and Policies & Procedures
- Strong understanding and adherence to PIPEDA and other privacy legislation
- Flexible availability on evenings and weekends; ability to meet deadlines
- Strong written communication skills and organizational skills

PROCESS TO APPLY:

The Ontario Lacrosse Association is committed to offering equal opportunities, celebrating diversity and creating an inclusive environment for all participants. If this opportunity interests you and you meet all of the above requirements, please submit your resume to:

Ron MacSpadyen
OLA Program Director
ron@ontariolacrosse.com

This application process is open until Friday, September 17th, 2021 at 5:00pm. We thank all applicants for their interest, however only those candidates selected for further consideration will be contacted.