

MEMBERSHIP DIRECTOR



Key Responsibilities:

- Collaborate with clubs and organizations seeking affiliation, providing guidance on benefits, procedures, and prerequisites.
- Demonstrate the use of automated systems for efficient administration and communication.
- Assist clubs in managing the integrated pickleball management system, including system updates, addressing queries, and training new personnel.
- Coordinate with Pickleball Canada to enhance membership management system features.
- Provide regular updates to the PA Board on membership statistics and ventures.
- Compose communications for PA web pages and newsletters on membership-related topics.

Knowledge, Skills, and Abilities:

- Dedication to assisting others and supporting pickleball clubs.
- Proficiency in personal computing and IT systems.
- Eagerness to enhance technology skills.
- Strong communication skills, both oral and written.

Desirable Qualifications:

- Prior board experience.
- Proficiency in business management, strategic/annual planning, and not-for-profit organizations.
- Ability to articulate ideas clearly and logically.
- Competence in Zoom, G-Mail, and Google Drive.
- Strong organizational skills.
- Effective team player with the ability to work independently.

Pickleball Alberta is dedicated to promoting and advancing the sport of pickleball across the province. We are seeking a passionate and experienced individual to join our Board of Directors as:

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Membership Director



2 year commitment



Help Grow Pickleball



Create an impact.



Make a difference!



If you are prepared to make a meaningful impact on pickleball in Alberta and are interested in joining our team, kindly submit a brief biography below.



Volunteer!

☎ 780-241-0640



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www.pickleballalberta.org