GOVERNANCE STRUCTURE · DRAFT V0.1

Pitchlink Soccer Society organisation chart

Who elects, appoints and reports to whom, with the recommended number of people in each body. Based on draft By-law No. 1.

English | Français

OUR MISSION

Pitchlink Soccer Society uses soccer to create equal opportunity for children and families across Canada. We are committed to:

1. Free soccer clinics
We offer free, high-quality soccer clinics to children from underprivileged backgrounds.

2. Registration support
We cover or subsidize club registration fees so cost is never the reason a child cannot play.

3. Newcomer integration
We help newcomer families settle into their Canadian communities through soccer, building friendships, belonging and connection.

4. Talent development
We help talented young players from underprivileged backgrounds reach their potential, with access to quality training and financial support.

5. Rural access
We bring programs to rural communities so rural children get the same opportunities as children in cities.

6. Youth tournaments
We organize soccer tournaments that promote the sport and give young Canadians the chance to compete, grow and connect.

Members

General assembly · All voting members, one vote each

Elect the board, confirm by-laws and appoint the public accountant at the annual meeting.

Public accountant — 1 firm

Appointed by the members each year (audit or review engagement).

elect

Board of Directors

7 recommended (range 3 to 9)

Sets direction, approves budgets and contracts, hires and oversees the CEO. Majority independent.

- **Chair** — Leads the board and oversees the CEO — INDEPENDENT
- **Vice-Chair** — Chairs Governance & Nominating — INDEPENDENT
- **Treasurer** — Chairs Finance & Audit — INDEPENDENT
- **Secretary** — Records, minutes, filings
- **Director** — Safeguarding lead — INDEPENDENT
- **Director** — Events and competitions
- **Director** — Founder seat (may be the CEO) — ONLY PAID SEAT

- At least 4 of 7 independent
- At most 1 paid director
- 2-year staggered terms, max 3 in a row
- Paid CEO votes only if elected; never Chair or Treasurer

Advisory council and patrons

3 to 7

Honorary patrons, ambassadors and soccer advisers. Non-voting, cannot bind Pitchlink.

appoints and oversees

BOARD COMMITTEES

Finance and Audit — 3 to 5

- Treasurer (chair)
- 1 to 2 independent directors
- 1 to 2 outside members with accounting skills
- CEO attends, no vote

Budgets, controls, payments to related parties, public accountant.

Governance and Nominating — 3

- Vice-Chair (chair)
- 1 independent director
- 1 member at large
- CEO not a member

By-laws and policies, board recruitment, conflict of interest register.

Safeguarding — 3 to 5

- Independent director (chair)
- Outside safe sport or child protection expert
- Medical or health professional
- Parent or athlete representative
- Safeguarding Officer (staff, no vote)

Screening, rule of two, complaints, safety of minors at events.

U18 Cup Organising Committee — 9

- Chair (independent, board-appointed)
- Tournament Director (CEO or Events Manager)
- Competition and referees
- Team services, travel and accommodation
- Venues and operations
- Medical, safety and security
- Marketing, sponsorship and media
- Volunteers and ceremonies
- Finance (Treasurer's delegate)

Delivers the Vancouver International U18 Cup. One committee per major event.

appoints and oversees

Chief Executive Officer

1 Reports to the board through the Chair

Runs day-to-day operations. Pay set by independent directors only.

Outside contractors — as needed

Engaged by Pitchlink under written contracts, only when needed.

Nextstep Sports Agency
Related party. Used only if necessary, for defined parts of an event (e.g. match arrangements, team services). Approved by independent directors; contract managed by an independent director, not the CEO.

Also: legal counsel, venues, travel, security, medical and match officials.

leads

STAFF TEAM (GROWS WITH FUNDING)

- **Events and Competitions Manager** — 1 — Fixtures, venues, logistics
- **Partnerships and Sponsorship Manager** — 1 — Sponsors, grants, partners
- **Communications and Media Coordinator** — 1 — Website, social, press
- **Finance and Administration Officer** — 1 (part-time) — Bookkeeping, payroll, records
- **Safeguarding Officer** — 1 (part-time) — Screening, training, reports
- **Volunteer and Programs Coordinator** — 1 — Volunteers, youth programs

Event volunteers — est. 100 to 200 for the U18 Cup — Seasonal staff and interns as the budget allows

HEADCOUNT SUMMARY

BODY	LAUNCH NOW	FULL STRENGTH	WHO APPOINTS
Board of Directors	3	7 (3 to 9)	Members elect
Finance and Audit Committee	3	3 to 5	Board
Governance and Nominating Committee	Whole board	3	Board
Safeguarding Committee	3	3 to 5	Board
U18 Cup Organising Committee	5	9	Board
Advisory council and patrons	0	3 to 7	Board
CEO	1	1	Board (independent directors)
Core staff (not counting the CEO)	1 to 2	4 to 6	CEO, within approved budget
Event volunteers	as needed	est. 100 to 200	Organising committee

Directors also sit on committees, so the total number of distinct volunteer leaders at full strength is about 20 to 25 people, plus staff and event volunteers.

HOW TO READ THIS CHART

Solid line: elects, appoints or reports to

Dashed gold: contracted, not part of the organisation

Launch now (before the first annual meeting)

Add 2 independent directors so the board has 3. Form Finance and Audit and Safeguarding first. No CEO pay and no Nextstep contract until those 2 independent directors approve them.