



HUMAN RESOURCES POLICY

WINTER & SUMMER GAMES PARTICIPATION (Northern BC)

EFFECTIVE: October 2007
REVISED: March 2009
RELATED POLICIES:

POLICY

Northern Lights College recognizes the importance of major sporting events to the communities in its service area, and to employees who may be participating in these events.

In addition, the College recognizes that for high performance athletes, within the College's sphere of influence, to develop their full potential they must have opportunities to participate in top-level competition within and outside the College region and their coaches and support personnel must also attend such competitions.

Events such as the Northern BC Winter Games, BC Summer and Winter Games, Canada Summer and Winter Games and North American Indigenous Games may be held in communities served by NLC, or may include participants who are part of the College community. Where possible, the College will attempt to accommodate employees who are involved in these events as athletes, coaches, officials or administrators.

PROCEDURE

Entitlement

Where operational requirements permit, regular employees under this policy shall be granted leave without loss of regular pay if they are:

- an athlete in an athletic event;
- an official team coach;
- an official referee for an athletic event
- a participant of a performing art (e.g. musician, storyteller, actor/actress);
- a participant demonstrating their art or craft;
- a member of the noted games Mission Staff;
- a Committee Chair when Northern Lights College is a main supporter of the noted games, for a maximum of two weeks planning work prior to the games , and a maximum of one week during the games when committee work occurs during work times.

Granting of Leave

1. Subject to operational requirements, leave without loss of regular pay, except as noted in the Restrictions section below, shall be granted for the necessary time for travel and participation. The employee shall return to work immediately

subsequent to his/her participation unless another form of leave, such as vacation, has been approved.

2. Before leave is granted under this policy, the employee must place his/her request in writing and submit the same to their immediate supervisor. The employee should indicate on the leave application the capacity in which they are requesting leave to participate in Northern BC Winter Games (2008), BC Summer and Winter Games, Canada Summer and Winter Games and North American Indigenous Games.

Restrictions

1. Leave may not be taken unless it has been authorized in advance by the Dean, Campus Administrator or appropriate Vice-President.
2. This policy applies to participation in the Northern BC Winter Games (~~2008~~), BC Summer and Winter Games, Canada Summer and Winter Games and North American Indigenous Games only. Its provisions do not extend to any other district, regional national or international athletic, cultural, or social service events.
3. This policy will not interfere with the rights and obligations specified in the current Collective Agreement or Terms and Conditions of Employment.
4. This policy does not apply to any employee on layoff, suspension or paid or unpaid leave of absence for which authorization has already been granted.