



# HIGH PERFORMANCE ATHLETE COMMITTEE TERMS OF REFERENCE

As per the revised Surf Canada (SC) By-Laws (2017) – section **6.05 Committees**

*The Board may from time to time appoint any committee or other advisory body, as it deems necessary or appropriate for such purposes and, subject to the Act, with such powers as the Board shall see fit. Any such committee may formulate its own rules of procedure, subject to such regulations or directions as the Board may from time to time make. Any committee member may be removed by resolution of the Board.*

**Update: March 2017**

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## 1. Mandate

The High Performance Athlete Committee has a mandate to:

- Review athlete results and set targets in conjunction with the SC strategic plan;
- Develop, implement and continually review the LTAD plan;
- Ensure the appropriate policies and budget is in place to ensure effective training/competition for high performance athletes;

## 2. Key Duties

**The key duties of the Committee are:**

Work with Surf Team managers/coaches to discuss up and coming athletes, including training plans, etc.

Set clear training plans and budgets

Set clear and measurable criteria for team movement, travel and competitions

## 3. Authority

This committee has the authority to make policy, budget and athlete movement and team recommendations to the board.

## 4. Policy Responsibility



The High Performance Athlete Committee will be responsible for policy research and oversight of the following:

- Long Term Athlete Development
- Training schedules and budget
- Travel and competition criteria, schedule and budget

## **5. Composition**

The Committee will be composed of a minimum of Three (3) persons, one of which will be a President/Executive Director of Surf Canada, or High Performance Director one will be a current SC athlete and the other will be a SC Coach.

## **6. Appointment**

The Board appoints members to the Committee at the Board Meeting immediately following the AGM. Members will serve from appointment until the following AGM. Should a vacancy occur on the Committee, for whatever reason, the Board may appoint a qualified person to fill that vacancy for the remainder of the vacant position's term. The Board may remove any member of the Committee.

## **7. Meetings**

The Committee will meet by telephone or in person, as required. Meetings will be as called by the Chairperson.

## **8. Resources**

The Committee will receive the necessary resources from SJC to fulfill its mandate, and may from time to time have persons assigned to assist the Committee with its work.

## **9. Objectives/Deliverables**

Long Term Athlete Development Plan

Podium Results

## **10. Evaluation**



The Board of Directors will evaluate the performance of the Committee. The performance of the committee will be assessed against the accomplishment of yearly objectives/deliverables. This review will take place immediately prior to the AGM

### **11. Reporting**

The Committee will report to the Board, as requested by the Board. The Committee will report to Members at the Annual General Meeting, in the form of a written report.

### **12. Review and Approval**

The Board of Directors will review these terms of reference every two years.