



# Development Committee

## Terms of Reference

### Mandate

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The Development Committee is a Standing Committee of the Board. It is responsible for assisting the Board by preparing an athlete development program consistent with the directions of Archery Canada's strategic plan, Long-Term Archer Development (LTAD) model and Competition Model. The Development Committee also manages and integrates the work of its tributary Events, Coaching Development, Judges Development and Rules Committees into the overall Archery Canada development program recognizing the differences in, and the particular needs of, Club, Provincial, and National organizations. The Development Committee reports to the Board of Directors.

### Key Duties

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In fulfilling its mandate, the Committee will perform the following key tasks:

- Implement and execute policies for the Development Program consistent with Archery Canada's strategic plan and LTAD model.
- Develop programs to meet the goals for athlete development as determined by the Board of Directors.
- Provide input as requested to the Board of Directors in furtherance of policies on Development.
- Liaise with the Archery Provincial Sport Organizations, through the PSO Council, on issues relating to athlete, coach, and officials development and competition event organization.
- Liaise with Committees on issues of mutual concern.
- Report on progress on a regular basis through its Meeting Minutes.
- Perform such additional tasks as may be delegated to the Committee by the Board from time-to-time.

## Composition

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The Committee will be composed of 5-7 persons, including the Chairperson, and the Chairs of the Events, Judging, Coaching, and Rules Committees. The Board will designate the Chairperson of the Committee, who will normally be the Vice-President Development.

## Appointment

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The Board appoints members to the Committee within 30 days of the Annual General Meeting, for a term of three years, with no maximum number of terms. 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.

## Meetings and Resources

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The Committee will meet by internet conference, telephone or in person, as required. Meetings will be as called by the Chair. The Committee will receive the necessary resources from Archery Canada to fulfill its mandate, and may from time-to-time have staff persons assigned to assist the Committee with its work.

## Reporting

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The Committee will report to the Board of Directors in writing, at every meeting.

## Review and Approval

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These terms of reference were approved by the Board of Directors on August 7, 2013 and may be reviewed from time-to-time by the Board.

**Reviewed and Approved**

**May 29, 2018**