



Long-Term Archer Development Committee

Terms of Reference

Mandate

The LTAD Committee is a Standing Committee of the Board. It is responsible for assisting the Board by preparing plans for, and proposed changes to, Archery Canada programs, competition formats and rules, and other elements consistent with the directions of Archery Canada's Long-Term Archer Development (LTAD) model and Competition Model, recognizing the differences in, and the particular needs of, Club, Provincial, National and International competitions. The Committee also supports and coordinates LTAD implementation activities of the Provincial Associations. The LTAD Committee reports to the Development Committee, and through the Development Committee to the Board.

Key Duties

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

- To prepare plans for LTAD integration and implementation in Archery Canada, intended to support the optimal preparation of athletes in all LTAD stages.
- To determine annually whether any proposed policy, program or rule revisions will be submitted to the Development Committee and to submit proposed program and rule revisions to the Development Committee in writing.
- To audit all Archery Canada programs, rules and services to ensure alignment with LTAD.
- Provide input as requested to the Board of Directors in furtherance of Policies on LTAD.
- Liaise with the Archery Provincial Sport Organizations on all issues relating to LTAD.
- Liaise with Committees on issues of mutual concern.
- Report on progress on a regular basis through its Meeting Minutes or communications. Perform such additional tasks as may be delegated to the Committee by the Board from time-to-time.

Composition

The Committee will be composed of 4-5 persons. The Board will designate the Chairperson of the Committee, who will be a member of the Development Committee.

Appointment

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

The Committee will meet by internet conference, telephone or in person, as required. Meetings will be as called by the Chair or, in the event the Committee has not met for at least 120 days, by the Chair of the Development Committee. 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

The Committee will report to the Development Committee in writing, at every meeting.

Review and Approval

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