



POLICIES AND PROCEDURES

COACHING DEVELOPMENT COMMITTEE

Terms of Reference

Approved January 25, 2015

Committee Purpose

The Coaching Development Committee is a Standing Committee of Synchro BC, and has been struck in accordance with Bylaw 6. The Committee is generally responsible for the coaching development program of Synchro BC.

Committee Composition

- The Coaching Development Committee has up to five members:
 - Coaching Director, who chairs the Committee
 - Up to four Members-at large that may include
 - Technical Director

Term of Committee Membership

- The Committee Chair serves in accordance with that Director's term(s) on the Board of Directors
- Members-at-large are appointed for two years by the Board of Directors, selected from applications received through a call to the membership, or selected through recruitment by the Board or Chair
- The Technical Director serves in accordance with their Contract of Employment

Scope of Responsibility

- Within the scope of the Strategic Plan, and as approved by the Board, the Committee is responsible for planning annual and multi-year activities to further the development of coaches in BC, through:
 - The National Coaching Certification Program
 - Professional development opportunities such as workshops, conferences, mentoring initiatives or observation opportunities, and
 - Coaching Awards
 - Stats and Evaluations
 - Camp and course attendance tracking
 - Other opportunities that may be presented
- Assisting staff as necessary, or leading coaching development initiatives if so assigned
- Providing input for annual or multi-year budgets

Accountability

- The Committee will meet at least twice per year
- The Committee reports to the Board of Directors through the Chair.
- Initiatives outside of the scope of the Strategic Plan or annual Operating Plan must be presented to the Board for approval prior to implementation.
- The Committee must work within the boundaries of the approved budget.
- The Committee will present an annual report to the membership at the Annual General Meeting.