



TERMS OF REFERENCE

Name	Athlete Council
Mandate	The Athlete Council is a Board Standing Committee of Wrestling Canada Lutte (WCL). As such, the Council will assist WCL, the Board of Directors (BOD) and other committees in understanding the interests, concerns, perspectives of high-performance and national team athletes.
Key Duties / Responsibilities	<ol style="list-style-type: none"> 1. Present athletes’ views and positions to the relevant decision-making body with regard to current or future programs, policies and procedures. 2. Communicate the issues and concerns brought before the committee by the greater athlete community to the relevant body within WCL. 3. Review and provide input into the following: <ul style="list-style-type: none"> – Athlete Agreement for AAP athletes – Team Athlete Agreements (name TBD) – Team Uniform Guidelines 4. Name representatives as requested by WCL and other bodies for activities where athlete representation is an integral element (eg. High Performance Advisory Committee, Annual Meeting of Members, AthletesCAN, etc.) 5. The Director-at-large (Athletes) on the BOD will act as the liaison between the Council and WCL staff, the BOD and any other WCL committee. <p>Duties of the Chair:</p> <ul style="list-style-type: none"> – Develop the agenda for council meetings in consultation with council members – Chair the meeting and ensure that the Council makes recommendations within its mandate and organizational policies and plans – Ensure communication of the Council’s recommendations and actions to the BOD – Ensure that the Council is represented to the BOD and Members by the Director-at-Large (Athletes) – Aid the Director-at-Large (Athletes) in preparing written reports of recommendations, progress or any other relevant information for submission to the BOD and Members – Stay informed on relevant organizational policies – Ensure that council members are informed of all critical matters





	<p>Duties of the Vice-Chair:</p> <ul style="list-style-type: none"> - Attend council meetings - Serve as alternate for the Chair - Stay informed on relevant organizational policies <p>Duties of Individual Members:</p> <ul style="list-style-type: none"> - Attend council meetings - Be available to replace Chair and Vice-Chair when necessary - Actively engage with athletes to gather and disseminate feedback to relevant committees and the Board - Direct athlete concerns and views to the Council for discussion and action
<p>Authority</p>	<p>To serve as a source of athletes’ opinions and to provide recommendations to WCL’s staff, board and committees on matters that affect athletes including but not limited to current or potential programs, policies or procedures.</p> <p>May from time to time invite to its meetings such other individuals as it deems can contribute to the work of the council (eg. consultants).</p> <p>Can schedule meetings and other activities to facilitate decision-making.</p> <p>Review and make recommendations to revise terms of reference.</p>
<p>Composition & Decision-Making</p>	<p>The Council shall be comprised of no less than four and up to six members:</p> <p>CHAIR and VICE-CHAIR;</p> <p><u>The roles of Chair and Vice-Chair may be filled by any member of the Council.</u></p> <p>The Chair and Vice-Chair will be appointed in even-numbered years for up to two, 2-year consecutive terms. The representatives will decide the roles amongst themselves, and in the event they cannot decide, the Council will determine the chair through election.</p> <p>TERMS:</p> <p>The following members will be voted onto the Council for up to two 2-year consecutive terms by the athlete membership annually at the Team Operations Performance Summit (TOPS). In the event that no TOPS is held, a call for interested applicants will be made by the Male and Female representatives no later than 8 weeks following the Senior Canadian Championships, with voting to take place electronically.</p>



	<p>MEMBERS:</p> <ul style="list-style-type: none"> - Female Senior National Team Athlete - Female Senior National Team Athlete (additional) - Male Senior National Team Athlete - Male Senior National Team Athlete (additional) <p>If there are no interested candidates, additional spots need not be filled.</p> <p>For the purposes of the Council, “Senior National Team Athlete” is defined as an athlete who has been a member of any of the following teams within the last 5 years:</p> <ul style="list-style-type: none"> - Senior World Championship Team - Senior Pan American Championship Team - Senior World Cup Team - Senior AAP Athlete - Development AAP Athlete - Olympic Games Team - Pan American Games Team - Commonwealth Games Team - Senior Canadian Champion + Alternates <p>Ex-officio, non-voting members on this committee include:</p> <ul style="list-style-type: none"> - Executive Director - High Performance Director <p>VOTING:</p> <ul style="list-style-type: none"> - Decision-making is by majority vote. Quorum shall be the majority of council members. - Each member will have one (1) vote. There are no proxy votes.
Meetings	<p>The Athlete Council will meet by teleconference or in person, at the call of the Chair.</p> <p>There will be at least one face-to-face meeting of the Athlete Council annually.</p>
Staff Support & Resources	<p>The Council will work within the established WCL budget and may from time to time have WCL staff assigned to assist the Council with its work.</p>



Reporting	<ul style="list-style-type: none">- Meeting minutes and notes will be maintained- Updates provided for BOD meetings- The Council will report to the Members at the Annual Meeting of Members in the form of a written report
Approval and Review	Terms of Reference were approved by the Board on April 4, 2018. This document will be reviewed every two (2) years by the Council and the Board and will be updated by the Board as required.

