



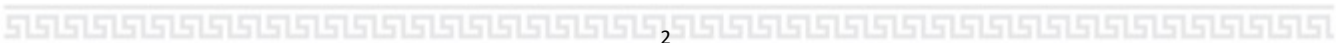
TERMS OF REFERENCE

Name	Safe Sport Working Group (SSWG)
Mandate	<p>The SSWG is a working group of Wrestling Canada Lutte (WCL) and will report to the BOD and the Membership through the Executive Director.</p> <p>The SSWG will develop a coordinated framework (by AGM 2019) to ensure that WCL provides an inclusive and safe experience and environment free of abuse and harassment for all participants. The framework will apply to all areas within the jurisdiction of WCL and should be sustainable and scalable to meet the needs of the PTSOs and clubs.</p> <p>It is strongly recommended that the wrestling PTSOs review and adopt the framework within their respective organizations to ensure alignment of principles between WCL (NSO) and the PTSOs.</p>
Key Duties / Responsibilities	<p>The role of the SSWG is to build the necessary approach to produce a coordinated, sustainable and scalable framework. More specific responsibilities include:</p> <ol style="list-style-type: none"> 1. Analyze the current status at NSO and PTSO / club levels. 2. Identify strategies for the engagement and consultation with appropriate stakeholders, experts, etc. 3. Implement feedback phases, as required, to provide the appropriate level of input for the development of the framework. 4. Ensure communication with the BOD and Members. 5. Develop draft framework and model, along with recommendations for adoption and implementation. <p>Duties of the Chair:</p> <ul style="list-style-type: none"> – Develop the agenda for meetings in consultation with SSWG members – Chair the meeting and ensure that the SSWG makes recommendations within its mandate and organizational policies and plans – Ensure communication of the SSWG recommendations and actions to the Executive Director – Prepare written reports of recommendations, progress or any other relevant information for submission to the Executive Director for the BOD and Members





	<ul style="list-style-type: none"> - Stay informed on relevant organizational policies - Ensure that SSWG members are informed of all critical matters
<p>Authority</p>	<p>The SSWG is a collaborative group, representative of WCL membership, which will produce final recommendations to the BOD and Members.</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 consensus on recommendations.</p>
<p>Composition & Decision-Making</p>	<p>The SSWG shall be comprised of no less than four and up to seven members:</p> <p>CHAIR; The role of Chair may be filled by any member of the SSWG. The members will decide the role amongst themselves, and in the event they cannot decide, the SSWG will determine the chair through election.</p> <p>MEMBERS*:</p> <ul style="list-style-type: none"> - 1 Athlete representative (appointed by the Athlete Council) - 1 Coach representative (appointed by the Coaches Council) - 1 Official representative (appointed by CAWO) - Up to 4 PTSO representatives (appointed by the Management Team from a pool of interested applicants) <p>*Gender balance will be a key consideration.</p> <p>If there are no interested candidates, additional spots need not be filled.</p> <p>Ex-officio members on this committee include:</p> <ul style="list-style-type: none"> - Executive Director - President <p>VOTING:</p> <ul style="list-style-type: none"> - Decision-making is by majority vote. Quorum shall be the majority of members. - Each member will have one (1) vote. There are no proxy votes.





Meetings	The SSWG will meet by teleconference, and if required, at the call of the Chair.
Reporting	Reporting through the Executive Director, as follows: <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	Terms of Reference were approved by the Board on October 14, 2018.

