



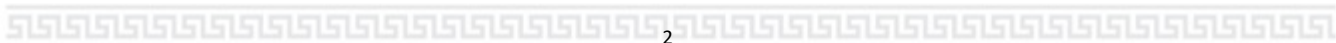
TERMS OF REFERENCE

Name	High Performance Advisory Committee
Mandate	The High Performance Advisory Committee (HPAC) is a Program Advisory Committee of Wrestling Canada Lutte (WCL) reporting to the Executive Director. As such, the Committee provides technical expertise and guidance to the High Performance Director (HPD) on the development of policies and procedures related to WCL’s high performance programs.
Key Duties / Responsibilities	<p>The Committee will advise the HPD in the following areas:</p> <ol style="list-style-type: none"> 1. Review and provide input into the High Performance Plan in alignment with WCL's Strategic Plan 2. Review and provide input into the Club Excellence Funding Framework 3. Review and provide input into the Athlete Assistance Program 4. Review and provide input into international team selection, including wrestle-offs 5. Review and provide input into Nomination Procedures for major Games 6. Provide a forum for identifying and addressing priority issues impacting HP Athletes. <p>Duties of the Chair:</p> <ul style="list-style-type: none"> – In collaboration with the HPD, develop the agenda for committee meetings in consultation with committee members – Chair the meeting and ensure that the committee makes recommendations within its mandate and organizational policies and plans – Ensure the HPD communicates the committee’s recommendations and actions to the Executive Director – Represent the committee to the BOD and the Members – In collaboration with the HPD, prepare written reports of recommendations, progress or any other relevant information for submission to the Executive Director for the BOD and Members – Stay informed on relevant organizational policies – Ensure that committee members are informed of all critical matters





<p>Authority</p>	<p>Provide technical expertise to the HPD on of the development of policies related to WCL’s high performance programs.</p> <p>May from time to time invite to its meetings such other individuals as it deems can contribute to the work of the Committee (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 Committee shall be comprised of 5 members as follows:</p> <p>CHAIR: The Executive Director will appoint the Chair, in consultation with the Management Team, in odd years, following the Annual Meeting</p> <p>MEMBERS:</p> <ul style="list-style-type: none"> - Female Athlete Representative, elected by the Athlete Council in even years - Male Athlete Representative, elected by the Athlete Council in even years - Coach Representative; elected at the Senior Canadian Championships in odd years, with each WCL recognized training centre (HP and/or Club Excellence) having one vote each toward the representative, who must meet the following minimum criteria: <ul style="list-style-type: none"> o Competition Development “certified” status (same criteria needed to coach at Junior / Senior Canadian Championships). o Current criminal record check, as defined in WCL’s Screening Policy. o Currently coaching at a WCL recognized training centre (High Performance and/or Club Excellence). o Must be in good standing with PTSO and NSO. - One (1) senior team level coach appointed by the Chair from a pool of interested applicants, in consultation with the other elected members of the HPAC. <p>Ex-officio non-voting members on this committee include:</p> <ul style="list-style-type: none"> - Executive Director - High Performance Director





	<p>TERMS / VOTING:</p> <ul style="list-style-type: none"> -All members will serve terms of two (2) years, which may be renewed -Decision-making is by majority vote. Quorum shall be the majority of committee members -Each member will have one (1) vote. There are no proxy votes.
Meetings	The Committee will meet by teleconference and if required, at the call of the Chair.
Staff Support & Resources	The Committee will work closely with the High Performance Director and High Performance Manager within the established WCL budget.
Reporting	<p>Reporting through the Executive Director, as follows:</p> <ul style="list-style-type: none"> - Meeting minutes and notes will be maintained - Updates provided for BOD meetings - The Committee 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 July 21, 2019. This document will be reviewed every two (2) years by the Committee and the Board and will be updated by the Board as required.

