



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), staff and other committees in understanding the interests, concerns, perspectives of national team athletes.
Key Duties / Responsibilities	<ul style="list-style-type: none"> • Provide the athlete’s perspective and voice to the current or proposed policies, programs, and decisions of WCL impacting athletes, either directly through the Council or through a related committee (eg. High Performance Advisory Committee). • Provide a forum in which athletes may share and develop information or ideas as they relate to national team athletes. • Act as a link between athletes and WCL to convey athletes’ views to WCL with a solutions-oriented focus, and vice versa. • Work with WCL staff to develop engagement and communication protocols between national team athletes and WCL. • Promote and advocate for the rights and interests of athletes within WCL, including: <ul style="list-style-type: none"> – Assist with raising awareness and promoting education about Safe Sport, Anti-Doping and Clean Sport to various athlete groups. – Support WCL with initiatives that educate, promote and increase awareness of Equity, Diversity, Inclusion and Accessibility with athlete groups. – Support awareness and promotion of external athlete support programs such as GamePlan, AthletesCAN and any other opportunities. • Recommend representatives to WCL and other external agencies for activities where athlete representation is an integral element (eg. High Performance Advisory Committee, Annual Meeting of Members, Board of Directors, AthletesCAN, etc.) • Recommend updates to these Terms of Reference • The Director-at-large (retired athlete) and / or the Co-Chairs will act as the liaison between the Council and WCL staff, the BOD and any other WCL committee.





	<p>Duties of Co-Chairs:</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. • Ensure communication of the Council’s recommendations and actions to the BOD. • Aid the Director-at-Large (retired 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 Individual Members:</p> <ul style="list-style-type: none"> • Attend council meetings. • Be available to replace Co-Chairs when necessary. • Actively engage with athletes to gather and disseminate feedback. • Direct athlete concerns and views to the Council for discussion and action. • Be willing to serve on working groups and committees, as needed. <p>Representation:</p> <ul style="list-style-type: none"> • At least one Co-Chair (or appointee) will attend the AthletesCAN annual forum (funded by WCL). If funding is available from AthletesCAN, the other Co-Chair (or appointee) will also attend. • One female and one male appointee will attend WCL’s Annual Meeting of Members (virtual) and WCL’s Annual Sessions (in-person) to represent the athletes.
<p>Authority</p>	<ul style="list-style-type: none"> • The Council will exercise its authority in accordance with the provisions set out in these terms of reference. • 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). • Can schedule meetings and other activities to facilitate decision-making. • Review and make recommendations to revise these terms of reference.
<p>Composition & Decision-Making</p>	<p>The Council shall be comprised of no less than four (4) and up to six (6) athletes, each filling a respective portfolio on the Council, and an appointed Board of Directors liaison, the Director-at-large (retired athlete):</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 biennially (every 2 years), at a time determined by the current Athlete Council. In the event that athletes are not gathered together for voting, the voting may take place electronically. Call for nominations should be sent out at least 4 weeks before voting is scheduled to take place.</p> <p>The four to six athletes will be composed as follows, having regard to equity, diversity, inclusion and accessibility:</p> <ul style="list-style-type: none"> • 2 to 3 female athletes, elected by popular vote. • 2 to 3 male athletes, elected by popular vote. • No more than two athletes from any PTSO will be represented on the Council. • In the event the minimum number of four (4) spots cannot be filled, the Nominations Committee and CEO will solicit additional representation. • In the event that at least four (4) spots are filled, additional spots need not be filled. <p>In order to be eligible for the Council, athletes must, at the time of appointment:</p> <ul style="list-style-type: none"> • Have achieved Senior or Development AAP Carding status in at least one of the previous five (5) years OR must have competed at the Olympic Games, Pan-American Games, Commonwealth Games, Senior World Championships, Senior Pan-American Championships, U23 World Championships in the past five (5) years. • Be at least 18 years of age. • Not have breached the WCL Code of Conduct & Ethics or the UCCMS at any point during their time on the National Team. • Not have committed an anti-doping infraction under the rules and regulations of the CCES and / or WADA during their career. • Have completed the CCES “True Sport Clean” online education program. • Have completed the CAC “Safe Sport” online module. • Not have any perceived or actual conflict of interest as it relates to any other role they may hold, either paid or voluntary. • Be a registered participant of WCL and consent to OSIC each year. • Interested and eligible athletes must declare their expression of interest in becoming a member of the Council.
--	---



	<p>CO-CHAIRS</p> <ul style="list-style-type: none"> Two Co-Chairs of the Council (one from each gender) will be nominated and voted on by the Council on an annual basis. The term of the Co-Chairs shall be one (1) year. <p>Council Portfolios:</p> <ul style="list-style-type: none"> High Performance - act as the representative(s) on the HPAC (ideally two athletes, one from each gender) Marketing & Sponsorship - act as the representative on the MCAC Events & Hosting - act as the representative on the EHAC Engagement & Communications Secretary - take meeting notes <p>Ex-officio, non-voting members on this committee include:</p> <ul style="list-style-type: none"> Chair of the Board CEO High Performance Director <p>Elections:</p> <ul style="list-style-type: none"> WCL shall call for expressions of interest from all eligible athletes mid to end September, following Senior World Championships. An electronic election process will take place October / November annually subject to change, based on external factors including competition schedules. Any athlete who competed at the Senior Canadian Championships in the year of elections, is entitled to vote. The top four (4) to six (6) eligible athletes (based on the criteria above) with the most votes will be elected to the Council.
<p>Terms & Voting</p>	<p>Terms:</p> <ul style="list-style-type: none"> To restart the staggered election schedule, starting 2023, half of the athletes elected to the Council will have one (1) year terms, the other half will have two (2) year terms. Thereafter, athletes will be voted onto the Council for two (2) year terms. Any vacancies will be addressed by the CEO and the Nominations Committee. <p>Voting:</p> <ul style="list-style-type: none"> Decision-making is by majority vote. Quorum shall be the majority of council members.



	<ul style="list-style-type: none"> Each member will have one (1) vote. There are no proxy votes.
Meetings	The Council will meet at least three (3) times per year, however, additional meetings may be called by the Co-Chairs. The Council will meet by teleconference and every effort will be made to ensure there will be at least one (1) in-person meeting annually.
Staff Support & Resources	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. WCL staff may attend meetings for the purposes of updating and / or reporting to the Council on matters related to the Council's mandate.
Reporting	<ul style="list-style-type: none"> Meeting notes will be maintained The Council will report to the Board, in writing, at the request of the Board, but not less than once per fiscal year. The Council will report to the Members at the Annual Meeting of Members in the form of a written report.
Approval and Review	These Terms of Reference were approved by the Board on August 30, 2023. This document will be reviewed every two (2) years by the Council and the Board and will be updated by the Board as required.