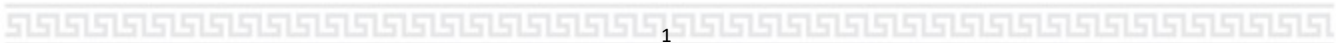




TERMS OF REFERENCE

Name	Coach Education & Development Advisory Committee
Mandate	The Coach Education & Development Advisory Committee (CEDAC) is an operating committee of Wrestling Canada Lutte (WCL) reporting to the CEO. As such, the Committee provides technical expertise and guidance to the Coach Education Manager (individual responsible for WCL’s coach education programs) on the development and delivery of WCL’s National Coaching Certification Program (NCCP) and other coach education and development programs.
Key Duties / Responsibilities	<p>The Committee will advise the Coach Education Manager in the following areas:</p> <ol style="list-style-type: none"> 1. Review, provide input and assist in the design, development, and delivery of WCL’s NCCP curriculum, ensuring alignment with Long-Term Development (LTD) principles. 2. Review candidates for nomination to the Coach Developer pool, including Learning Facilitators (LFs), Coach Evaluators (CEs), and Master Coach Developers (MCDs) Provide input into WCL’s policies and operational guidelines in the areas of coach education and development and provide recommendations on potential solutions in the gaps and shortfalls. 3. Provide assistance to and consult with other WCL advisory committees and staff on coach education and development related matters. 4. Provide a forum for identifying and addressing priority issues impacting coach education and development. <p>Duties of the Chair:</p> <ul style="list-style-type: none"> – In collaboration with the Coach Education Manager, 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 Coach Education Manager communicates the committee’s recommendations and actions to the CEO – Represent the committee to the BOD and the Members (conversely the Coach Education Manager will act in that capacity) – In collaboration with the Coach Education Manager, prepare written





	<p>reports of recommendations, progress or any other relevant information for submission to the CEO for the BOD and Members</p> <ul style="list-style-type: none"> - 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 Coach Education Manager on the development of policies related to WCL’s NCCP and coach development programs.</p> <p>Review and approve coach exemption requests for WCL sanctioned events and activities.</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 no less than four and up to 5 members as follows, with a desired combination of the following competencies and experience among the members:</p> <ul style="list-style-type: none"> - Experience as an NCCP Learning Facilitator (LF), Coach Evaluator (CE) or Master Coach Developer (MCD) in wrestling or another sport in Canada - Expertise in learning management systems and/or learning solutions (eg. blended learning and e-learning solutions) - Experience and understanding motor skill development (eg. agility / balance / coordination / quickness) and skill acquisition (technical and tactical skills) - Experience delivering learning solutions to volunteers - Experience working with beginner & high performance wrestlers <p>CHAIR: The CEO will appoint the Chair, in consultation with the Executive Committee, in odd years, following the Annual Meeting. The Chair shall appoint the remaining committee members in consultation with the CEO:</p> <p>MEMBERS:</p> <ul style="list-style-type: none"> - Up to two (2) WCL-registered coaches with grassroots, club, provincial and high performance experience as well as expertise in wrestling technique,



	<p>education, curriculum design and delivery / instruction of coaching at the community, regional and/or provincial levels</p> <ul style="list-style-type: none"> - Up to three (3) additional members-at-large <p>Ex-officio non-voting members on this committee include:</p> <ul style="list-style-type: none"> - CEO - Coach Education Manager <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 Coach Education Manager within the established WCL budget.
Reporting	<p>Reporting through the CEO, 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 November 28, 2023. This document will be reviewed every two (2) years by the Committee and the Board and will be updated by the Board as required.