

<b>Athlete Development Committee</b>	
Mandate	The Athlete Development Committee is a committee of the Board Racquetball Canada (RC). Its primary responsibility is the oversight and implementation of Racquetball Canada's <i>Grassroots Athlete Development</i> section of the Racquetball Canada Operational Plan.
Key Duties	<p>The Committee will perform the following key duties:</p> <ul style="list-style-type: none"> <li>• Develop and implement resources to support athlete development pathway in the Learn to Train and Train to Compete LTAD stages</li> <li>• Create partnerships with organizations to help grow the sport of Racquetball (i.e., Boys and Girls Clubs, other sport organizations, YMCA's)</li> <li>• Collaborate with the High-Performance Committee to support and enhance the development of Junior aged players</li> <li>• Develop and implement events to showcase the sport of Racquetball and promote participation</li> <li>• With the Executive Director, develop the annual budget for the committee for recommendation to the RC Board for their approval.</li> </ul> <p>The Committee will have the authority to retain, with the approval of the Board and at the expense of Racquetball Canada, the services of outside resources as needed.</p>
Authority	<p>The Committee will exercise its authority in accordance with Racquetball Canada Operational Plan and with the additional provisions as set out in this Terms of Reference and will do so without interference from the Board unless described herein.</p> <p>The Committee, with approval from the Board, may establish sub-committees or Task Forces to deal with specific issues in relation to the mandate of the Committee.</p>
Composition	<p>The Committee will be composed of three (3) individuals appointed by the Board. The Board will appoint one of the three individuals to act as the Chair.</p> <p>The Racquetball Executive Director will serve as an ex-officio member of this committee.</p> <p>Members of the Committee will serve terms of three years, which may be renewed by the Board. One (1) member of the Committee will be appointed on a rotational basis for a three (3) year term.</p>
Meetings	The Committee will meet by telephone or in person, as required. Meetings will be at the call of the Chair.
Resources	The Committee will receive the necessary reasonable resources from Racquetball Canada to fulfill its mandate, as approved by the RC Board. The Committee may, from time to time, receive administrative support from Racquetball Canada.
Reporting	Status reports at a meeting of the Board, or full reports at a meeting of the Members, shall be presented electronically by the Chair or Racquetball Canada's Executive Director

Approval and Review	The Board will review these Terms of Reference on a regular basis, with input from the Committee as required.
Other	

<b>Hall of Fame Selection Committee</b>	
Mandate	The Hall of Fame Selection Committee is a committee of the Board of Racquetball Canada (RC). Its primary responsibility is the oversight and selection of members to Racquetball Canada's Hall of Fame.
Key Duties	<p>The Committee will perform the following key duties annually:</p> <ul style="list-style-type: none"> <li>• Review Hall of Fame nominations</li> <li>• Ensure nominations are complete</li> <li>• Using the pre-selection matrix assess the merit of the Hall of Fame nominations</li> <li>• Vote on Hall of Fame nominations</li> <li>• Recommend to the Board of Directors names of Hall of Fame inductees</li> </ul> <p>Review Hall of Fame policy and procedures, and if needed recommend revisions to the Board. The Committee will have the authority to retain, with the approval of the Board and at the expense of Racquetball Canada, the services of outside resources as needed.</p>
Authority	<p>The Committee will exercise its authority in accordance with Racquetball Canada Operational Plan, the Hall of Fame Policy and Procedures and with the additional provisions as set out in this Terms of Reference and will do so without interference from the Board unless described herein.</p> <p>The Committee, with approval from the Board, may establish sub-committees or Task Forces to deal with specific issues in relation to the mandate of the Committee.</p>
Composition	<p>The Committee will be composed of five (5) individuals appointed by the Board. The Board will appoint one of the five individuals to act as the Chair. When possible, one of the Committee Members will be a Member of the Hall of Fame.</p> <p>The Committee will also maintain a pool of two other volunteers appointed by the Board. The Committee will draw on the pool of volunteers in the event that a member is unavailable due to a conflict of interest related to a nomination or if there is a vacancy on the Committee.</p> <p>The Racquetball Executive Director (or their designate?) will serve as an ex-officio member of this committee.</p> <p>Members of the Committee will serve terms of three years, which may be renewed by the Board. One (1) member of the Committee will be appointed on a rotational basis for a three (3) year term.</p>
Meetings	The Committee will meet virtually or in person, as required. Meetings will be at the call of the Chair.
Resources	The Committee will receive the necessary reasonable resources from Racquetball Canada to fulfill its mandate, as approved by the Board. The Committee may, from time to time, receive administrative support from Racquetball Canada.
Reporting	Status reports at a meeting of the Board, or full reports at a meeting of the Members, shall be presented electronically by the Chair or Racquetball Canada's Executive

	Director
Approval and Review	The Board will review these Terms of Reference on a regular basis, with input from the Committee as required.
Other	

<b>High Performance Committee</b>	
Mandate	The High-Performance Committee is a committee of the Board of Racquetball Canada (RC). Its primary responsibility is the oversight and implementation of Racquetball Canada's <i>High-Performance Athlete-Development</i> section of the Racquetball Canada Operational Plan.
Key Duties	<p>The Committee will perform the following key duties:</p> <ul style="list-style-type: none"> <li>• Develop and monitor a high-performance plan for RC relevant to Train to Win and Train to Compete stages of the RC Long-term Athlete Development framework.</li> <li>• Conduct an annual high-performance plan evaluation to confirm that objectives of the high-performance plan are being met and are achieving the desired results.</li> <li>• Identify players with potential ability to compete successfully at the international level.</li> <li>• Develop and recommend to the RC Board the process and criteria to be used for the selection of athletes and coaches to the National Team Program and specific International Event Teams for international tournaments and competition, which would require Board approval prior to implementation.</li> <li>• Implement the RC Board approved process and criteria for selecting athletes and coaches to the National Team Program and International Event Teams for international tournaments and competition.</li> <li>• Develop and recommend to the RC Board the process and criteria to be used for the selection and nomination of athletes to the Sport Canada Athlete Assistance Program (AAP) which would require Board approval prior to implementation.</li> <li>• Implement the RC Board approved process and criteria for nomination and selecting athletes and coaches to the Sport Canada Athlete Assistance Program (AAP).</li> <li>• Recommend to the Executive Director, the appointment of a volunteer to act as Team Manager as required at international events.</li> <li>• Collaborate with the Athlete Development and Sport Development Committees as needed to develop and implement the athlete development system with particular emphasis on the Train to Win and Train to Compete stages of long-term athlete development.</li> <li>• Develop and implement mechanisms by which the extended RC community understands the high-performance programs, thereby contributing to the creation of a unified approach to high performance training and athlete development.</li> <li>• With the Executive Director, develop the annual budget for the committee for recommendation to the RC Board for their approval.</li> <li>• Ensure that materials and data developed regarding the RC High Performance program are updated and shared with the RC national office.</li> </ul> <p>The Committee will have the authority to retain, with the approval of the Board and at the expense of Racquetball Canada, the services of outside resources, including sport scientists and coach educators.</p>
Authority	The Committee will exercise its authority in accordance with Racquetball Canada Operational Plan and with the additional provisions as set out in this Terms of Reference and will do so without interference from the Board, unless described herein.

	The Committee, with approval from the Board, may establish sub-committees or Task Forces to deal with specific issues in relation to the mandate of the Committee.
Composition	<p>The Committee will be composed of three (3) individuals appointed by the Board. The Board will appoint one of the three (3) individuals to act as the Chair.</p> <p>The Racquetball Canada Administrator of High Performance and Sport Development will serve as an ex-officio member of this committee.</p> <p>Members of the Committee will serve terms of three years, which may be renewed by the Board. One (1) member of the Committee will be appointed on a rotational basis for a three (3) year term.</p>
Meetings	The Committee will meet by telephone or in person, as required. Meetings will be at the call of the Chair.
Resources	The Committee will receive the necessary reasonable resources from Racquetball Canada to fulfill its mandate, as approved by the RC Board. The Committee may, from time to time, receive administrative support from Racquetball Canada.
Reporting	Status reports at a meeting of the Board, or full reports at a meeting of the Members, shall be presented electronically by the Chair or the Racquetball Canada Administrator of High Performance and Sport Development
Approval and Review	The Board will review these Terms of Reference on a regular basis, with input from the Committee as required.
Other	

<b>Marketing and Communications Committee</b>	
Mandate	The Marketing and Communications is a committee of the Board of Racquetball Canada (RC). Its primary responsibility is the oversight and implementation of Racquetball Canada’s Marketing and Communications (website and social media) and the <i>Marketing and Promotion</i> section of the Racquetball Canada Operational Plan.
Key Duties	<p>The Committee will perform the following key duties:</p> <p><b>Marketing</b></p> <ul style="list-style-type: none"> <li>• Develop revenue generation plan in coordination with the Executive Director</li> <li>• Offer advice and insight on marketing and fundraising opportunities.</li> <li>• Communicate as necessary with people of influence</li> <li>• Research and make recommendations for revenue streams</li> <li>• Create and manage fundraising events</li> <li>• Create sub-committees, as necessary, to direct specific projects</li> </ul> <p><b>Communications</b></p> <ul style="list-style-type: none"> <li>• Develop partnerships with local and national media outlets to maximize exposure of RC events and athletes</li> <li>• Manage the live streaming of RC’s national events where applicable</li> <li>• Manage RC’s social media accounts</li> <li>• Regularly update social media and the website regarding RC athlete performances and events (i.e., selection events, tour events, national championships and International Travel Team results)</li> <li>• Work with the Executive Director to maintain RC’s website</li> <li>• Assist provincial partners with their websites (those that are linked to the national RC site)</li> <li>• Assist the Executive Director with communications as needed</li> <li>• Create sub-committees, as necessary, to direct specific projects</li> </ul> <p>The Committee will have the authority to retain, with the approval of the Board and at the expense of Racquetball Canada, the services of outside resources, including streaming support for live events and access to fundraising expertise</p>
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Approval and Review	The Board will review these Terms of Reference on a regular basis, with input from the Committee as required.
Other	

<b>Sport Development Committee</b>	
Mandate	The Sport Development Committee is a committee of the Board of Racquetball Canada (RC). Its primary responsibility is the oversight and implementation of Racquetball Canada's <i>Sport Development</i> section of the Racquetball Canada Operational Plan.
Key Duties	<p>The Committee will perform the following key duties:</p> <ul style="list-style-type: none"> <li>• Select the locations for national events as per Racquetball Canada's <i>Bid Selection Grid</i></li> <li>• Select officials for national and international events as per Racquetball Canada's <i>Officials Selection Policy</i></li> <li>• Implement training for officials at national events</li> <li>• Develop, maintain and implement Racquetball Canada's training and evaluation program for Officials</li> <li>• Set the ranking run schedule and work with the provider of rankings to ensure rankings are correct and completed on time</li> <li>• Maintain and update ranking rules and processes</li> <li>• Work with the Administrator of High Performance and Sport Development to implement and develop the NCCP (coaching education) program for Racquetball</li> <li>• Support the approval of event sanctions when needed (via the Executive Director)</li> <li>• Collaborate with the Athlete Development Committee and High Performance Committee when needed</li> </ul> <p>The Committee will have the authority to retain, with the approval of the Board and at the expense of Racquetball Canada, the services of outside resources as needed.</p>
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Composition	<p>The Committee will be composed of three (3) individuals appointed by the Board. The Board will appoint one of the three (3) individuals to act as the Chair.</p> <p>The Racquetball Canada Administrator of High Performance and Sport Development will serve as an ex-officio member of this committee.</p> <p>Members of the Committee will serve terms of three years, which may be renewed by the Board. One (1) member of the Committee will be appointed on a rotational basis for a three (3) year term.</p>
Meetings	The Committee will meet by telephone or in person, as required. Meetings will be at the call of the Chair.

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Approval and Review	The Board will review these Terms of Reference on a regular basis, with input from the Committee as required.
Other	