

SQUASH CANADA COACHING COMMITTEE TERMS OF REFERENCE

	Coaching Committee
Mandate	<p>The Coaching Committee is a standing committee of the Board of Squash Canada. It is responsible for furthering the advancement of quality squash coaching in Canada. The committee will maintain and enhance Squash Canada’s National Coaching Certification Program (NCCP), in collaboration with the Coaching Association of Canada (CAC) and Provincial/Territorial Squash Associations (PTs) to further implement and deliver coaching standards, training, evaluation, certification, and ongoing professional development, and create strategies to increase the number of active coaches in Canada at all levels and in under-represented groups. It is an advisory committee.</p>
Key Duties	<p>The Committee will perform the following key duties:</p> <ul style="list-style-type: none"> • Be the beacon and best ambassador for squash coach development in Canada. • Define and widely communicate to stakeholders the squash coach development pathway. • Establish coaching standards as aligned with the playing levels identified in the Long Term Player Development Model. • Make recommendations on how the NCCP can be streamlined and simplified to enhance accessibility, certification completion, and advancement. • In conjunction with PTs and Squash Canada, establish coach development and certification objectives/targets, recommend provincial/territorial coach development events and activities to support the pathway, as well as for Squash Canada’s national activities and initiatives. • Review and propose revisions to NCCP materials as may be required, as well as for any supplemental materials and resources. • Compile and/or establish coaching resources and “best practices” beyond NCCP. • Make recommendations as appropriate for mentorship programs/opportunities and targeted coach development and recruiting initiatives for under-represented groups. • Provide input to and/or assist with development of appropriate safe sport practices, policies, and education specific to coaches. • Assist with the education of coaches with respect to concussions. • Provide recommendations or practices for coach recognition and retention strategies. • Liaise with Squash Canada Staff to best integrate consistent messaging and best coaching practices/materials for athlete and high performance development. • Provide recommendations to Squash Canada and PTs for Long Term Coach Development. • Explore and recommend NCCP certification legislative requirements for different events, appointments, or privileges to increase coach certification, advancement, and prestige.

<p>Authority</p>	<p>The committee will provide recommendations and advice primarily to the designated Squash Canada Staff member and to the CEO where appropriate, and to PTs on issues that are pertinent to the mandate and duties of the Committee. Formal Squash Canada policies, criteria, annual plans, and budgets related to the committee mandate will be presented to the Board of Directors for review and approval.</p> <p>The Committee will exercise its authority in accordance with the By-laws and such additional provisions as are set out in this Terms of Reference and will do so without interference from the Board.</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>
<p>Composition</p>	<p>The Committee will be composed of 4-7 members, Chair, and an ex-officio Coaches Association of Canada consultant. The Chair, in consultation with the designated Squash Canada Staff member, will enlist members with proven expertise in coach development and excellence in coaching, considering gender and geographic representation. The designated Staff member will sit on the committee.</p> <p>Committee appointments are subject to approval by the Squash Canada Board of Directors. The Board of Directors appoints the chair. Prospective committee candidates will be identified via an open call, solicited PT recommendations, and via targeted recruitment. The chair, in consultation with Squash Canada’s designated Staff member, will appoint members. Members of the Committee will serve terms of two years, which may be renewed by the Board, and shall be calculated from the date of the previous year’s AGM, or in the case of initial composition of the committee, 2 years plus possible additional months to get to an AGM cycle. An appointed member may serve up to a maximum of 3 successive terms each of 2 years. The Board may add or remove any member of the Committee at any time and for any reason, including for violations to the Code of Conduct, Conflict of Interest, and Confidentiality agreements, as well as for any action, which is not consistent with the committee’s mandate or Squash Canada’s policies and bylaws. Members must declare any conflicts of interest and sign the Conflict of Interest and Confidentiality Agreements. Squash Canada also reserves the right to appoint members to the Coaching Committee or allow for stakeholders to attend meetings at the discretion of the Chair.</p> <p>Potential candidates for Squash Canada’s Coaching Committee should possess a high level of experience and capability in developing coaches, squash coaching experience at provincial/national and/or international level, a good understanding of Squash Canada’s NCCP and Long Term Player Development (LTPD) model, and of education and competency-based principles. Experience in distance learning development and use of technologies in education are considered an asset.</p> <p>In addition to providing ideas, advice, and input, members are expected to reasonably assist with productivity (e.g., production of materials, research, delivery activities, leadership training, and such as appropriate to respective skills and experience).</p>
<p>Meetings</p>	<p>The Committee will meet by telephone or in person, as required. Meetings will be at the call of the Chair.</p>

Resources	The Committee will receive the necessary resources from Squash Canada to fulfill its mandate. The Committee may, from time to time, receive administrative support from Squash Canada.
Reporting	The Committee operates independently of management and the Board. Status reports at a meeting of the Board, or full reports at a meeting of the Members, shall be presented by the Chair.
Approval and Review	The Board will review these Terms of Reference on a regular basis, with input from the Committee as required.
Other	