



Swim BC Competitions Committee

Terms of Reference:

1. **Mandate:** The Competitions Committee is an Operations Committee of Swim BC working on behalf of the Executive Director.
2. **Purpose:** The Committee is responsible for receiving, reviewing and advising Swim BC on technical direction and evolution of technical programs designed by Swim BC staff, where advising means “to offer suggestions, make recommendations and inform”.
3. **Key Duties:**
 - Provincial Championship ongoing review (events, event order, conduct, presentation, etc);
 - Annual provincial standards vetting;
 - Review and vetting of Provincial Championship Meet information.
 - Regional competition model development and review (troubleshooting)
 - Assessment of role of competition in Long Term Development (formerly Long-Term Athlete Development) application
4. **Composition and Appointment:**

The Committee is composed of five (5) members:

 - Swim BC Sr. Manager, Technical Operations (chair):
 - Swim BC Technical Director:
 - Three (3) members who are nominated and/or appointed coaches fully registered with Swim BC in the A1 or A2 Head Coach category.
 - Ex officio: Swim BC Executive Director

The members of the committee are nominated and appointed by the Swim BC Executive Director. Expressions of interest will be solicited in August of each year by membership posting.
5. **Term:**
 - Two member coaches will be appointed for a two-year term; one member will be appointed for a one-year term at the inception of the committee (September 2020). Thereafter one member will be appointed for a two-year term on odd years, and two members will be appointed for a two-year term in even years.
 - Swimming Canada High Performance Centre program coaches are not eligible for appointment to the Competition Committee.
6. **Meetings:** The Committee meets as required by telephone or in person, at the request of the Chair or as requested by any Committee member. Post provincial championship review meetings will be scheduled after each competition.
7. **Evaluation:** The Executive Director will evaluate the performance of the Committee. The performance will be assessed against the accomplishment of the Committee’s Key Duties.
8. **Reporting:** The Committee reports to the Executive Director in writing after every meeting.
9. **Review and Approval:** The Executive Director reviews these terms of reference every two years, or as required.

Approval: Jan / 16 / 2020

Review: Jan / 2022