



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 reviewing and advising Swim BC on technical direction and development of technical programs designed by Swim BC staff.
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 Technical Director (chair)
- Staff Support - Sr. Manager, Technical Operations
- Three (3) members who are 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 appointed by the Swim BC Executive Director. Expressions of interest will be solicited via 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. Thereafter two members will be appointed for a two-year term on odd years, and one member will be appointed for a two-year term in even years.
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. **Reporting:** The Committee reports to the Executive Director in writing after each meeting.
8. **Review and Approval:** The Executive Director reviews these terms of reference every two years, or as required.

Last reviewed: September 2022

Next review: September 2024