



Performance Development Committee

Terms of Reference:

1. **Mandate:** The Performance Development 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:**
 - Review / feedback role:
 - ID program and CSI-Pacific Enhanced Excellence Program
 - Program impact and efficacy, eligibility requirements, athlete selection criteria, program accountability.
 - Tours, camps, intake strategies, outreach programs.
 - Advisory role:
 - Innovation and development of new technical programming

4. **Composition and Appointment:**

The Committee is composed of five (5) members:

- Swim BC Technical Director (chair).
- Staff Support - Swim BC Technical Manager
- Three (3) members who are nominated, and appointed coaches fully registered with Swim BC in the A1 or A2 Head Coach category. To balance discussion, consideration will be given to coaches who have also had Para and Open Water experience.
- 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 members (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 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.
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.
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