

JUNIOR DEVELOPMENT COMMITTEE
TERMS OF REFERENCE / MANDATE

1. Introduction

One of the most critical conditions for long-term athlete success is development through the Training To Train (T2T) and Learning To Compete (L2C) stages. Observations of average athlete performance level and retention rates in those stages warrant a more proactive approach to address development and performance gaps. As such, the Chief Executive Officer (the “CEO”) forms the Junior Development Committee (the “Committee”) as an operational committee of Cross Country Ski de fond Canada (CCC).

2. Purpose

The Committee is formed to advise the Director of Coach and Athlete Development and the High Performance Director on how CCC can best address current development and performance gaps at the T2T and L2C stages.

3. Accountability

The Committee reports to the CEO through the Director of Athlete and Coach Development. The Committee does not have authority to make decisions on behalf of the CEO or to bind CCC in any way, unless specifically authorized to do so by the CEO.

4. Mandate

The Committee shall contribute expertise, human resource capacity, and regional perspectives in developing recommendations to the High Performance Director and the Director of Coach and Athlete Development regarding development and support programs and incentives aimed at the T2T and L2C stages of development.

Junior Development programs will be fully aligned with CCC’s Long-Term Athlete Development (“LTAD”) model, “A Sport for Life,” and will facilitate the optimal development of Canadian skiers, with the ultimate goal of enabling them to achieve international excellence. Activities may include:

- a. Perform a gap analysis of development, performance and retention at the T2T and L2C stages of development.
- b. Gather information from clubs and divisions that may explain the documented gaps.
- c. Develop recommendations to address gaps.
- d. Provide an implementation plan for recommendations.

5. Membership

- a. The Committee shall be composed of, when reasonably possible:
 - i. The Director of Coach and Athlete Development
 - ii. The High Performance Director
 - iii. At least five representatives of full-service clubs with a membership of at least 15 CCC license holders in the juvenile to junior men/women categories (ideally their head coaches)
 - iv. At least two individuals who are responsible for leading and managing Division programs for athletes in the T2T and L2C stages of development
 - v. Other members as needed

- b. The CEO is ex-officio.
- c. The CEO will appoint members.
- d. The membership term is one year expiring in September and is renewable.

6. Chairperson

- a. The Director of Coach and Athlete Development shall be the Chairperson of the Committee.
- b. The Chairperson is responsible for
 - i. providing leadership to the Committee (e.g., convening meetings; developing agendas; assigning, supervising and coordinating the Committee work)
 - ii. representing the Committee in communication

7. Decision-Making

Decision-making is limited to providing advice and recommendations. The Committee shall endeavour to operate by consensus. In case of disagreement, committee members shall cast votes.

8. Meetings

- a. The Committee shall determine a meeting schedule that facilitates achievement of the Committee's on-going work, including delivery of recommendations prior to the April High Performance Committee meeting.
- b. Meetings may be by phone, in person, or by any other means that facilitates simultaneous communication of attending Committee members.
- c. The Committee will keep a record of recommendations and decisions and provide this record to the CEO.
- d. A quorum for each meeting of the Committee shall be five people.
- e. The Committee will invite Directors and Committee chairpersons of other CCC programs to attend meetings that may have implications for their program areas or where their advice is indicated.