



Speed Skate Nova Scotia

Committee Structure 2013-2014



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Introduction

Speed Skate Nova Scotia has undertaken a review of its governance, including its constitution, by-laws, and organizational structure, in order to strengthen the infrastructure supporting the sport. There is a need for a sharing of the organizational workload, as well as increased input into the administration of the sport. Accordingly, the following committee structure has been developed, with implementation commencing in the 2013-2014 fiscal year. The standing committees will be ongoing, but the ad hoc committees will change as needed for the ongoing development of the sport.

One of the challenges for the committees is the distance between the speed skating clubs in the province. It is anticipated that the work of the committees will be carried out primarily by email, telephone, Skype conferencing, or other electronic means.

Committee members and chairs do not have to be members of the Speed Skate Nova Scotia Board except as noted below, but are accountable to the Board for their activities.

Standing Committees

The standing committees of Speed Skate Nova Scotia are:

- Finance Committee
- Coaching Committee
- Officials Committee
- Competitions Committee
- Club and Membership Development Committee

Standing Committee Mandates and Membership

These are the mandates and membership of the standing committees:

Finance Committee

The Finance Committee is responsible for recommending financial policies, goals, and budgets that support the mission, vision, values, and strategic goals of Speed Skate Nova Scotia, and for reviewing financial performance against those goals.

The Finance Committee will receive the budget submissions of the various board committees, and will work with the committees on the identification of funding sources, and development of funding submissions.

The Finance Committee will also review the membership fee structure of the association on an annual basis and recommend a fee structure for the following year to provide for the operations of the association and fund the services being provided to members.

The Finance Committee is chaired by the Treasurer, will include at least two other Board members, and may include other members.

Coaching Committee

The Coaching Committee is responsible for the development, support, and oversight of the coaches in Nova Scotia. It will work with the provincial clubs to ensure that there are sufficient qualified coaches to support club programs throughout the province, that coaching programs are carried out in accordance with Speed Skating Canada's guidelines on coaching and athlete development, and that training and development opportunities are available to coaches in the province in order to develop both local club and high performance coaches.

The committee will work in collaboration with the New Brunswick, Prince Edward Island, and Newfoundland associations to share resources for coaching development wherever possible, and will liaise with the Coaching Development Committee and the Long Track Coach and Regional Development Mentor from Speed Skating Canada regarding SSC's national coaching programs.

The committee is responsible for advising the Finance Committee of the resources needed to fund these activities, for working with the Finance Committee on the development of funding submissions, and for administering the funds included in the committee's budget.

The membership will include coaches from each of the clubs. The Chair will be selected by the committee members from among their number.

Officials Committee

The Officials Committee is responsible for the development, support and oversight of officials in Nova Scotia. It will work with the provincial clubs to ensure that there are sufficient qualified officials to support the competition program in the province, and that training and development opportunities are available to officials in the province.

The committee will work in collaboration with the New Brunswick, Prince Edward Island, and Newfoundland associations to share resources for officials development wherever possible, and will liaise with the Officials Development Committee of Speed Skating Canada regarding its national officials development program, and to update the national database of officials.

The committee is responsible for advising the Finance Committee of the resources needed to fund these activities, for working with the Finance Committee on the development of funding submissions, and for administering the funds included in the committee's budget.

The committee will include representatives from each of the clubs in Nova Scotia, and will select its chair from among its membership.

Competitions Committee

The Competitions Committee is responsible for development of the annual competition program. The committee will work in collaboration with the New Brunswick, Prince Edward Island and Newfoundland associations, and the clubs in Nova Scotia, to develop an interlocking competition schedule that provides strong developmental competition opportunities for athletes throughout the Atlantic Region, and will

liaise with the Competitions Development Committee of Speed Skating Canada regarding its national competitions program.

The committee is responsible for advising the Finance Committee of the resources needed to fund these activities, for working with the Finance Committee on the development of funding submissions, and for administering the funds included in the committee's budget.

The committee will include representatives from each of the clubs in Nova Scotia, and will select its chair from among its membership.

Club and Membership Development Committee

The Club and Membership Development Committee is responsible for the development and administration of programs to promote the sport of speed skating in Nova Scotia, and for supporting the development of clubs in the province.

It will work in collaboration with the Community Sport Development Officers at Sport Nova Scotia to create opportunities to promote the sport and to support local club development and will liaise with the Club and Membership Development Committee of Speed Skating Canada regarding its national programs.

The committee is responsible for advising the Finance Committee of the resources needed to fund these activities, for working with the Finance Committee on the development of funding submissions, and for administering the funds included in the committee's budget.

The committee will include representatives from each of the clubs in Nova Scotia, and will select its chair from among its membership.

Ad Hoc Committees

There is currently one ad hoc committee, the 2015 Canada Winter Games Committee.

2015 Canada Winter Games Committee

The 2015 Canada Winter Games Committee was formed to oversee provincial preparations for the 2015 Canada Winter Games, including

- producing a selection document that outlines the process for selecting the 2015 Short Track and Long Track Speed Skating Teams; presenting it for Board approval; ensuring that the selection is carried out fairly and without bias; and announcing the athletes named to the Nova Scotia Long Track and Short Track Teams;
- making recommendations to the Board for selection of Canada Winter Games Coaching Team (Short Track Coach, Long Track Coach, Short Track Manager, Long Track Manager);
- providing oversight of how Canada Games funding is spent, to ensure that it follows the plan outlined in funding applications, and gives opportunities to skaters not from HRM or not financially able to participate in training opportunities;
- creating a 2019 Canada Winter Games Committee to replace the 2015 committee after the 2015 Games in Prince George, BC.

The committee will include 3 to 7 people free of any potential conflict of interest and will select its Chair from among its membership.