

Terms of Reference



Committee Name:

Judging Development Committee (JDC)

Members:

Consists of these members:

- WAG: Three (3) elected decision-making members (alternating 2-year terms)
- MAG: 1 appointed consultative member and 1 elected member
- TRA: 1 appointed consultative member
- GNL Technical Director/Executive Director – Non-decision-making member/Chair

The decision-making members shall be elected by the judging community at the Annual Judges Forum according to the following criteria:

- Election of members shall stagger year-to-year to maintain continuity of mandate. If there are no returning members, one member will be elected to a one-year term.
- Voting shall be done by closed ballot at the annual judge's forum. Mail in or electronic ballots will only be acceptable, if prior approved. Proxy voting shall not be allowed.
- In the event that there are insufficient nominations to fill all committee positions, or a position becomes vacant, the committee shall recruit applicants from GNL's membership. In the case of multiple applicants, the judging community will cast an electronic vote to elect members. In the case of a single applicant, the Committee will appoint the member to the Committee until the next AGM.
- Elected/appointed members shall be in good standing at time of election/appointment and shall remain as such throughout their term.

Nomination of Applicants:

- All members who wish to be considered for a committee position shall submit an application to GNL Executive Director at least ten (10) days prior to the AGM so that the applicants' resumes can be circulated to the assembly no later than one (1) week prior to AGM. Nominations will not be taken from the floor.

Goals:

The Judging Development Committee is a standing technical Program Committee of Gymnastics Newfoundland & Labrador which embraces and values gymnastics officiating, positively supporting the development of officials in all the gymnastics disciplines both at the provincial and national level.

Terms of Reference



1. To develop and enhance GNL policies and programs to meet GNL's Goals and Objectives.
 - Input – develop long-term and short-term operational plans for judging initiatives
 - Promote - the benefits of participation and importance of officials in the sport of gymnastics
 - Lead – act as an ambassador for GNL and judging development by sharing relevant information
2. To manage the assessment, evaluation and record keeping of all NL officials (including, but not limited to, the development of panels for sanctioned meets and the naming of judges to out of province travel meets).
 - Evaluation – continually evaluate the effectiveness of all judging initiatives
3. To educate registered gymnastics officials and the GNL membership as a whole.
 - Identify – provide opportunities for development, such as the judging clinics and Annual Coaching Symposium
 - Support – provide technical resources to members as requested/required
 - Implement – provide expertise in planning and implementation of judging clinics and evaluation initiatives

Deliverables

1. Agenda to be distributed to all club members with a request for input prior to committee meeting (see Committee Cycle).
2. Meeting minutes from all committee meetings to be distributed to all club members with any relevant information (see Committee Cycle).
3. Report/relevant information on policy/program changes to be distributed to all club members in a timely manner.
4. Approve panels for GNL events (Provincials) as assigned by the GNL Technical and or Executive director (for budgetary purposes).

Terms of Reference



Scope / Jurisdiction

1. To provide guidance to the Board of Directors in developing policies and programs to meet GNL's Goals and Objectives and to implement its Strategic Plan through the Chair.
2. To set long-term and short-term goals consistent with GNL's Strategic Plan.
3. To develop and implement technical regulations and directives.

Guidance from the Board of Directors

1. Board of Directors and its sub-committees to provide guidance as requested by this committee.

Resources and Budget

1. The Chair of the JDC will create the annual budget in consultation with the JDC members to be reviewed and approved by the Board of Directors, if applicable.

Governance

1. The Committee is directly accountable to the Board of Directors and as such will be monitored by the Board of Directors to ensure that the Committee is meeting its goals.
2. The Board of Directors may, by a majority of votes cast at any board meeting, remove any committee member before the expiration of his/her term of office with just cause, and may, by a majority of votes cast at that meeting elect any person in his/her stead for the remainder of the term.
3. All committee decisions shall be decided by a majority of the votes cast and in case of an equality of votes, the chairperson of the meeting shall be entitled to a second or casting vote.
4. All committee members shall adhere to GNL's policies and procedures and in particular:
 - Distribution of all committee information shall be sent from GNL Technical Director to ensure equal access for all members.
 - Discussion of all committee decisions shall remain confidential until minutes have been sent out to ensure all members receive accurate and timely information.

Terms of Reference



-
- Discussion of any personal information (athlete, coach, volunteer) shall remain private and confidential.

Additional Notes

1. At the first Committee meeting after the AGM, the Committee shall:
 - Review GNL's Strategic Plan and the Committee's Terms of Reference to ensure alignment and provide feedback to the Board.
 - Sign off on a Declaration of Understanding
2. Committee meetings shall be convened at least three (3) times a year and more often as necessary, to review technical issues and facilitate communication with member clubs regarding the status of current and future programs/projects as well as facilitate communication between provincial & national level judges.
3. Committee meetings shall be held in-person, by means of telephone or other such communication that will permit all persons participating in the meeting to hear each other.
4. Committee decision-making process:
 - Strive for a consensual decision-making process but vote if consensus is not reached within a timely manner.
 - Committee members shall arrive prepared for discussion of all agenda topics and submit any background/supporting information prior to the meeting to ensure meeting time is effectively used.
 - After a certain period of discussion (depending on the decision), the chair shall check for overall agreement. If members are not in agreement, the chair shall ask for a brief description of the concerns to reflect upon. If appropriate, a brief period of discussion may be appropriate to determine if those concerns can be addressed.
 - The chair shall help the members determine if the topic should be postponed for additional consideration or if the committee should vote.
 - If concerns cannot be addressed, the decision shall be put to a vote, with a majority needed to make a decision. Decisions are binding.
5. Committee members in a two-year term will be removed after 1 year for lack of attendance/involvement in committee meetings/activities. Members will need to maintain a minimum 70% attendance at meetings

Declaration of Understanding For GNL Committee Members (Technical & Judging)

To be signed and submitted by all GNL Technical Committee Members at the first committee meeting following the AGM.

As a GNL Committee Member, the following must be observed:

- Read and understand the committee terms of reference
- Read and understand the regulations in GNL programs Manual
- Read and are familiar with the appropriate Program Documents
- Understand that when you are working on the committee, the best decisions for the province and gymnastics should be at the forefront of your decisions/actions. Club needs are not voiced in the committee structure.

GNL Committee Member Declaration:

I, _____ declare that I have read and understand the above noted information and agree to be bound by the committee terms of reference. I agree to work with the GNL to ensure consistency of programming in accordance with committee goals.

Technical Member Signature: _____

Date: _____

Terms of Reference



APPENDIX A.

GNL TECHNICAL COMMITTEE CHART		
COMMITTEE	SCOPE	MEMBERS
WOMEN'S TECHNICAL COMMITTEE	Discuss, Amend and approve technical regulations pertaining to broad range issues and competitive arenas such as invitationals, provincials and atlantics. Advise on camps for the levels within the scope (as outlined in the 'members' column). Select and ratify a team to Atlantics.	Any club in good standing with athletes registered in a competitive level in XCEL or CCP levels 1-7 can nominate one voting representative
MEN'S TECHNICAL COMMITTEE	Discuss, Amend and approve technical regulations pertaining to broad range issues and competitive arenas such as invitationals, provincials and atlantics. Advise on camps for the levels within the scope (as outlined in the 'members' column). Select and ratify a team to Atlantics.	Any club in good standing with athletes registered in a competitive level between 1-3 can nominate one voting representative
TRAMPOLINE TECHNICAL COMMITTEE	Discuss, Amend and approve technical regulations pertaining to broad range issues and competitive arenas such as invitationals, provincials and atlantics. Advise on camps for the levels within the scope (as outlined in the 'members' column). Select and ratify a team to Atlantics when the year permits.	Any club in good standing with athletes registered in a competitive level between 1-2 can nominate one voting representative
JUDGING DEVELOPMENT COMMITTEE	Discuss, plan, coordinate and develop judging systems to facilitate the officials programming in NL. Including training of new judges, recognition/retention of existing judges, planning for education and resources. Approve and ratify panels for provincials, select officials for out of province assignments.	3 elected representatives on alternating terms (WAG), 1 appointed member for each TRA and MAG

Terms of Reference



<p>HIGH PERFORMANCE COMMITTEE</p>	<p>Discuss, Amend and approve technical regulations pertaining to broad range issues and competitive arenas such as invitationals, easterns, nationals and beyond. Advise on camps for the levels within the scope (as outlined in the 'members' column). Select and ratify a team to Easterns and Nationals. Advise on qualification standards and selection guidelines for ALL levels.</p>	<p>Any club in good standing with athletes registered in the following competitive levels may nominate one voting representative, WAG: CCP 8-10, ASPIRE, HP MAG: Levels 4-5, National or HP TRA: Levels 3+</p>
-----------------------------------	--	--