



**APPENDIX 25-19
TERMS OF REFERENCE – LC NOMINATIONS COMMITTEE**

Name	Nominations Committee
Mandate	The Nominations Committee is a standing committee of Lacrosse Canada (LC). Its role is to assist the Board and Members of Lacrosse Canada by identifying and recommending eligible candidates for volunteer positions on the LC Board of Directors as per the LC nomination process and by identifying and recommending eligible candidates for volunteer position within World Lacrosse (WL) as per the WL nomination process.
Key Duties	The Committee will perform the following key duties: <ul style="list-style-type: none">• Ensure that the nomination process as outlined in the LC Operations Manual is followed fairly.• Identify and recommend a slate of candidates of at least a minimum of one candidate per vacant position to be elected on the LC Board of Directors or within World Lacrosse• Solicit nominations from Member Associations for individuals to be considered for a position on the LC Board of Directors or within World Lacrosse.• Communicate the LC and WL nomination process to the WL Member Associations.• Explain to potential candidates their duties and responsibilities as members of the Board of Directors prior to elections at the AM.• Obtain from each candidate a written consent to the nomination prior to elections at the AM.
Authority	As per Section 9 of the LC Operations Manual. The Committee is a limited agent of the Board in relation to all matters related nominations and the nomination process for volunteer positions on the LC Board of Directors or within World Lacrosse.
Composition	The Committee will be composed of a chairperson, who shall be appointed by the President from amongst the Directors whose positions are not up for election plus two other committee members nominated by the Members at the Semi-Annual Meeting. If the Members fail to appoint the additional 2 committee members, then the Board will appoint them. The LC Executive Director shall be an ex-officio, non-voting member of the Committee.
Meetings	The Committee will meet by telephone as required and meetings will be at the call of the Chair.
Resources	The Committee shall request any necessary resources from the Lacrosse Canada Board which will determine approval of such requests. The Committee shall receive administrative support from the LC Executive Director.
Reporting	The Committee will report through the Chairperson to the Board at the AM in writing.
Approval	These Terms of Reference were approved by the Members of the Canadian Lacrosse Association on September 26, 2015.
Review	The Committee will review these terms of reference on an annual basis and will make recommendations to the Board on any revisions at the AM, if warranted.