



MANITOBA SOCCER ASSOCIATION POLICIES AND ADMINISTRATIVE PROCEDURES



AWARDS SELECTION COMMITTEE TERMS OF REFERENCE

ROLE OF THE COMMITTEE

The Awards Selection Committee is a committee of the Manitoba Soccer Association (MSA) Board. Annually, the committee will collect and review nominations for inductees to the Manitoba Soccer Hall of Fame and awardees at the MSA Night of Excellence. The committee will submit recommendations of those to be honoured to the MSA Board for approval.

The committee and its members will observe the highest standards of impartiality, integrity, and objectivity in the consideration of nominees.

KEY RESPONSIBILITIES

- Review nomination criteria for the Night of Excellence awards every three years
- Review nomination criteria for the Hall of Fame categories every three years
- Develop and maintain a selection procedure
- Seek out and collect nominations
- Review nominations and prepare recommendations for submission to the MSA Board
- Prepare communications for selected inductees/awardees
- Liaise with MSA staff to order awards for the Night of Excellence
- Provide direction to MSA staff for preparing and maintaining the Hall of Fame display
- Develop and maintain a procedure for revocation of induction or award

COMPOSITION

All Committee Members and the Committee Chair will be appointed by the MSA Board. The committee will be composed of a minimum of five members. Members will serve from appointment until resignation, the reconstitution of the committee, or removal by the MSA Board.

MEETINGS

The committee will meet as often as the Chair deems appropriate to fulfill its mandate. Members may participate in person or virtually. In the Chair's absence or at the request of the Chair, meetings may be chaired by a member designated by the Chair or by a member attending the meeting.



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REVIEW AND APPROVAL

These Terms of Reference will be reviewed and confirmed by the board at least every two years.

APPROVED BY: Manitoba Soccer Association Board of Directors

DATE OF APPROVAL: June 11th, 2024