



<b>ATHLETE ADVISORY COMMITTEE– TERMS OF REFERENCE</b>	
<b>NAME &amp; TYPE</b>	Athlete Advisory Committee – Operational Committee
<b>PURPOSE</b>	The Athlete Advisory Committee serves an advisory role to the Organization and shall work with the Athlete Director and RO Operations Director in review and implementation of strategic initiatives that directly impact Ringette Ontario athletes. The Athlete Advisory Committee may conduct a formal review of Ringette Ontario’s programs, make recommendations regarding those programs, advise on policy brought forward by the Board, bring concerns to the attention of staff and Board.
<b>GUIDING PRINCIPLES</b>	<p>The Committee’s operation, discussions and recommendations will reflect Ringette Ontario’s values:</p> <ul style="list-style-type: none"> <li>• Dedication: We share a collective commitment and passion for the game.</li> <li>• Respect: We recognize everyone’s contribution to our community.</li> <li>• Teamwork: We achieve our goals together.</li> <li>• Inclusion: We welcome all who want to join our safe sport community.</li> <li>• Integrity: We govern our sport with transparency and fairness.</li> </ul> <p>Working in a manner consistent with Ringette Canada’s “I CARE” values:</p> <ul style="list-style-type: none"> <li>• Innovation – We invest wisely. We take chances and manage risks. We are stewards of the game.</li> <li>• Collaboration – We are in this together. We include diverse perspectives to enrich our experience. We purposefully create a safe and welcoming work environment.</li> <li>• Accountability – When we live our values, we manage and lead with integrity. We operate with transparency and communicate proactively. We take responsibility for our actions and learn from our mistakes.</li> <li>• Respect – For the game. For the rules. For our heritage. For each other.</li> <li>• Excellence – We demand quality. We offer world leading programs and services. We bring our best to each situation.</li> </ul>
<b>COMPOSITION</b>	<p>The Athlete Advisory Committee will consist of 7 to 9 members plus the Athlete Director as Chair. Members must:</p> <ul style="list-style-type: none"> <li>• Be a registered player with Ringette Ontario at the time of their appointment.</li> <li>• Existing Committee members remain eligible to serve on the Committee for up to one year after they cease registering as a player - for example, a committee member may be appointed and help for one year while they are a registered player. If they do not wish to play in the following year, they are still eligible to serve on the Committee until the end of their term.</li> </ul>



	<ul style="list-style-type: none"> <li>• Be in good standing with a Group Member (local ringette association) of Ringette Ontario;</li> <li>• Meet the minimum age requirement of 16 years old;</li> <li>• Be able to attend the initial meeting of the Committee (TBD)</li> </ul> <p>Members of the Committee should bring perspective from the following general areas of Ringette:</p> <ul style="list-style-type: none"> <li>• Regional/Recreational Youth</li> <li>• Regional/Recreational Adult</li> <li>• Competitive Youth</li> <li>• Competitive Adult</li> <li>• Pursuit of Excellence and High Performance</li> <li>•</li> </ul> <p>To ensure that perspective, the members of the Committee shall include the following:</p> <ul style="list-style-type: none"> <li>• No less than one (1) athlete from a Regional Team (B/C)</li> <li>• No less than one (1) athlete from an Adult Regional Team (B/C)</li> <li>• No less than one (1) athlete from a Competitive Youth Team (U16/U19)</li> <li>• No less than one (1) athlete from a Competitive Adult Team (18+ A/AA)</li> <li>• No less than one (1) athlete from a University Team</li> <li>• No less than two (2) athletes from Pursuit of Excellence and High Performance (e.g., AAA, CWG, NRL, JNT or SNT)</li> </ul>
CHAIR	<p>The Chairperson of the Athletes Advisory Committee will be the Athlete Director.</p> <p>RESPONSIBILITIES:</p> <ul style="list-style-type: none"> <li>• Work with the RO Operations Director, prepare an agenda for their committee meetings.</li> <li>• Deliver Athlete Reports to the Board.</li> <li>• Attend the Ringette Ontario Annual General Meeting.</li> <li>• To bring members’ concerns to the RO Office through recommendations.</li> <li>• To liaise with the RO office on a regular basis through the Operations Director and/or Executive Director.</li> <li>• To communicate RO Office decisions to the members of your committee.</li> <li>• The Chair of the Committee votes only in the case of a tie.</li> <li>• To always maintain the image of Ringette Ontario.</li> </ul>



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What is the Athlete Advisory Committee?	The Athlete Advisory Committee is an advisory committee to the Ringette Ontario staff for implementing policies and the Ringette Ontario Strategic Plan pertaining to Athletes. The Committee reports to the Ringette Ontario staff, with the Chair reporting to the Board and does not have independent decision-making authority. Members of the Committee should bring perspective from all areas of Ringette in Ontario, including youth, adult, recreational, competitive, and pursuit of excellence programs. The Ringette Ontario staff provides support through administration, marketing and deliverables as requested by the Committee.
KEY DUTIES	<p>The Athlete Advisory Committee will:</p> <ul style="list-style-type: none"><li>• Bring Ringette Athletes’ concerns to the attention of the staff and board.</li><li>• Advise Athletes on policy changes put forward by the Board.</li><li>• Ask Ringette Athletes what their concerns/opinions are on topics such as inclusion, playing boundaries, safety, competition structure, and any other topic Athletes may have concerns with</li><li>• Present an annual report to the Members at the Ringette Ontario Annual General Meeting.</li><li>• Maintaining the integrity of Ringette Ontario</li></ul> <p>Committee members serve two-year terms. Nomination and appointing members will be staggered by appointing half of them each year to ensure the continuity of the Athlete Advisory Committee. Half of the members will be offered one-year terms in the first year, and half will be offered two-year terms. In subsequent years, all members will be offered two-year terms.</p> <p>To be nominated, individuals must:</p> <ul style="list-style-type: none"><li>• Be a registered player with Ringette Ontario at the time of their nomination.</li><li>• Be in good standing with their local association.</li><li>• Complete the Athlete Advisory Committee Application Form.</li></ul>
MEETINGS	The first meeting of the Athlete Advisory Committee will be conducted via conference call or an online platform. Subsequent meetings will be conducted via conference call, online platform, or at a predetermined location. The Committee will meet at least two times per fiscal year, but members should expect online meetings every two months and be available via email. Committee members are expected to maintain communications lines with the Ringette Ontario Office and each other throughout the year.
RESOURCES	The Committee will receive the necessary resources from the Organization to fulfill its mandate. The Committee will also receive administrative support from the Organization via the Operations Director and/or the Membership Services Coordinator.



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REPORTING	As a member of the Board of Directors, the Athlete Director will be the liaison to the Board for this Committee and will present their concerns, suggestions, and the annual report to the Board.
APPROVAL AND REVIEW	These Terms of Reference and the mandate of the Athlete Advisory Committee will be reviewed at least once every two years by the Ringette Ontario Office.