

MANITOBA SAILING ASSOCIATION (MSA)

TEAM COMMITTEE POLICY

Preamble

1. The Board of Directors of the Manitoba Sailing Association is responsible for the budget and operation of the Sailing Team. The Board of Directors first established a Team Committee Policy at its meeting of June 10, 1997.

Mandate

2. The Team Committee is a committee of the Manitoba Sailing Association delegated by the Board of Directors to create, in conjunction with the Executive Director (ED) and the coach(es), a team structure, to plan and to manage the training and racing activities of the team and to hire to coaches and support staff in accordance with the ISAF, CYA and MSA rules and regulations.

Composition

3. The Team Committee will consist of up to five members, the ED and Coach(es). A family may have only one representative on the Team Committee unless approved by the board.
4. The committee will consist of the following members:

Team Director

VP Provincial Team, board position, appointed by the parents at the parents meeting.

Parent Representative

Board position, appointed by the parents at the parent meeting.

Athlete Representative

Board position, appointed by the athletes at the athletes meeting.

Optimist Representative

Appointed by the parents at the parent meeting

MSA President (ex officio)

Executive Director

Head Coach and one additional Coach, appointed by the ED

Roles of Committee Members

5. The following roles and functions will be fulfilled by committee members.

Team Director

- Committee Chair
- Will call meetings and chair them
- Will report activities to the MSA board and represent the team's interests at the board

Vice Chair

- Appointed by the Team Director
- Will chair Team Committee meetings in the absence of the Team Director and report to the Team Director.

Parent Representative

- Parent liaison
- Will maintain communication with the parents, represent the parents' concerns to the Team Committee, and solicit advice from the parent group on the selection of coaches, chaperones and team managers.

Athlete Representative

- Team liaison
- Will maintain communication with the team, help organize team meetings and team events, represent athlete concerns to the Team Committee, and solicit advice from the members of the team on the selection of coaches, chaperones and team managers.

Optimist Representative

- Will coordinate the activities of the Optimist class with the Team Committee.

Head Coach

- Will be responsible for disciplinary action of team members
- Will plan the operation and schedules for the different categories of team membership
- Will be responsible for all other matters related to the team and to coaches.

Timetable

6. A training and competitions plan for the operation of the Team will be developed by the ED in December after the annual CYA planning conference. Once a training and competitions plan has been formulated a search for coaches will commence. Coaches will be hired within MSA Game Plan and budget framework.

Responsibility

7. The administration and review of this policy is the responsibility of the VP Team.

Review and Approval

8. This policy was first approved by the Board of Directors of the Manitoba Sailing Association on November 2, 1998. It was reviewed and re-approved by the Board of Directors on May 12, 2008.