



TRACK AND FIELD / ROAD RUNNING / CROSS COUNTRY

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Draft Terms for Reference Athletics Manitoba Officials Committee

Purpose

The Athletics Manitoba Officials Committee is responsible to assist Athletics Manitoba in:

1. Coordinating and assigning officials to track meets in Manitoba
2. The creation of a long term recruitment and retention plan for Officials in Manitoba
3. Training and ongoing professional development opportunities for all levels of Athletics Officials
4. The identification of officials for out of province travel, mentoring and recognition including awards

Committee Members

1. Athletics Manitoba Executive Director (Chair)
2. The initial committee will be composed of 2 officials appointed by MTFOA and 2 appointed by the Athletics Manitoba Board of Directors (BOD)
3. Initially one MTFOA representative and one AM BOD representative will each have a 2 year term and the other two representatives will each have a 3 year term
4. Nominations and or appointments to be determined at the end of two years based on the evaluation of the committee

Scope and Jurisdiction

1. The Officials Committee is a committee of the Athletics Manitoba BOD
2. Recommendations and suggestions from the Officials Committee will be presented to the BOD through the committee Board Liaison
3. Decisions regarding spending will be made by the Athletics Manitoba Executive Director in consultation with the Officials Committee. Major spending outside of the approved budget will be approved by the Athletics Manitoba BOD
4. Communication to and with officials will occur through the following channels
 - AM office staff
 - Officials Coordinator
 - Committee members
5. All communication on behalf of the Officials Committee with Athletics Manitoba partners will be through the Chair, the Athletics Manitoba Executive Director

Deliverables

1. Assist Athletics Manitoba staff in the creation of a long term recruitment and retention plan for Officials in Manitoba
2. Assist Athletics Manitoba with the training and professional development of officials at all levels in Manitoba
3. Identify officials and provide recommendations for recognition and awards; mentoring and upgrading as well as out of province officiating opportunities
4. Officials Coordinator or designate(s) to coordinate officials for all meets in Manitoba

Frequency of Meetings

During the development of the training, recruitment and retention plan frequent meetings may be required. Once the plan is established the committee will meet quarterly to review training opportunities and discuss the maintenance of the recruitment and retention plan