

Para-Nordic Committee

Terms of Reference

Introduction

Cross Country Ski Ontario supports and promotes para-nordic skiing at all levels consistent with Cross Country Ski Ontario's overall mission. We promote participation, accessibility, skills development and lifetime enjoyment of the sport of Cross Country Skiing. As such, the Board of Directors (the "Board") forms the Para-Nordic Committee (the "Committee") as an operational committee of Cross Country Ski Ontario.

Purpose

The Committee provides advice and operational support to the Board of Directors in the development and delivery of programs designed for para-nordic skiing. The work of the committee will be fully aligned with initiatives, goals and objectives of Cross Country Ski Ontario as identified in Cross Country Ski Ontario's Strategic Plan.

The Committee will advise on recruitment strategies through partnerships, community outreach, and other program opportunities.

Accountability

The Committee reports to the Board of Directors through the Chair of the Para-Nordic Committee (the "Committee Chair"). The Committee does not have authority to make decisions on behalf of the Board or to bind Cross Country Ski Ontario in any way, unless specifically authorized to do so by the Board.

Mandate

Guided by the Committee Chair, the Committee will contribute expertise and district perspectives to the development and successful operation of Cross Country Ski Ontario's para-nordic programs in effecting the purpose of the Committee.

In general, the Committee will:

- Help develop strategic direction and plans for Cross Country Ski Ontario's para-nordic programs with the goal of developing opportunities for new, developing and non-competitive participants.
- Help develop strategic direction and plans for Cross Country Ski Ontario's para-nordic programs with the goal of providing sustainable achievement of high performance in national competition.
- Fulfill strategies and key performance indicators identified in the annual Para-Nordic Operational Plan.
- Contribute to an annual program evaluation to confirm that objectives are being met and are achieving the desired results.
- Facilitate communication, cooperation and coordination between the different levels (i.e., National, Provincial, District and clubs) and components of para-nordic programs.
- Provide advice and assistance to other operational committees of Cross Country Ski Ontario as required.

- Deliver guidance and help related to other aspects of para-nordic programs in Ontario wherever and whenever possible.
- Act as a para-nordic specific High Performance Committee to provide advice and support in developing high performance plans, policies and selection criteria.

Committees and Staff of Cross Country Ski Ontario will have areas of shared mandate, such as the Para-Nordic Committee, the High Performance Committee and the Cross Country Ski Ontario Coach and Athlete Development Program. In these areas, consultation between committees and staff is expected. The Committee will work to support the decisions and directions from other committees as applicable to para-nordic programs in alignment with Cross Country Ski Ontario values.

Membership

The Committee shall be composed of, when reasonably possible:

- Chair of the Para-Nordic Committee (the "Committee Chair")
 - Providing leadership
 - Conducting meetings
 - Act as spokesperson to the XCSO Board of Directors
- An athlete representative from the Ontario Para-Nordic Ski Team
 - Providing representation of athlete voices
 - Act as an information conduit to and from program participants and athletes
 - Liaise with able-bodied High Performance Committee athlete representative
- The Para-Nordic Ski Team coaching representative (*ex officio*), where identified by the Board
 - Providing knowledge of the program and participants
- District representatives, at the discretion of the District Board
- Technical Director (*ex-officio*)
 - Providing information regarding high performance programming in both the context of para-nordic sport and able-bodied sport.
 - Liaise with High-Performance Committee
 - Liaise with Nordiq Canada Para-Nordic Committee(s)
- Staff persons may be assigned by the Executive Director to support the activities of the Committee (*ex-officio*)
- Chair of the Board of Directors (*ex-officio*)
 - Coordinate with the XCSO Board of Directors
 - Provide liaison with Nordiq Canada Division Chairs' Committee
- Such other members as may be identified by the Committee Chair as beneficial to the Committee

The XCSO Board of Directors will appoint members.

The district members of the Committee shall be appointed by the Board in consultation with the Para-Nordic Committee Chair and District chairs in the affected regions. When a district is not represented, the Executive Director, in consultation with the Committee Chairperson and the district chairperson, shall determine whether to recommend an individual who will facilitate the communication of the purposes, goals and objectives of the Committee to the District chairperson.

The athlete representative will be recommended by fellow Ontario Para-Nordic Ski Team athletes in consultation with the Committee Chairperson.

The membership term is typically one year expiring at the first Board of Directors' meeting following the Cross Country Ski Ontario (XCSO) Annual General Meeting.

Chairperson

The Chairperson of the Para-Nordic Committee is responsible for providing leadership to the Committee (e.g., convening meetings; developing agendas; assigning, supervising and coordinating the Committee work) and representing the Committee in communication.

Decision-Making

The Committee's role is to provide advice and support to the Cross Country Ski Ontario Board of Directors. For greater clarity, the Board shall not be bound by advice from the Committee. The Committee shall endeavour to make recommendations by consensus.

Meetings

The Committee shall determine a meeting schedule that facilitates achievement of the Committee's on-going work and will meet at least four times per year.

Meetings may be by phone, in person, or by any other means that facilitates simultaneous communication of attending Committee members.

Directors and committee chairpersons of other Cross Country Ski Ontario programs will be invited to attend meeting that may have implications for their program areas or where their advice is indicated.

The Committee will keep a record of recommendations and decisions and provide this record to the Cross Country Ski Ontario Secretary or Executive Director.