



## ORSO Athlete Council Terms of Reference

### Purpose

The purpose of the Ontario Rope Skipping Organization (ORSO) Athlete Council is to represent the athletes' voice for the sport of rope skipping/jump rope in Ontario. They will advise the ORSO Board of Directors and Committees to provide feedback on a variety of topics. The Athlete Council will provide recommendations to the ORSO Board of Directors that reflects the best interests of ORSO athletes and that allows for continued development of rope skipping within Ontario. The primary function of the Athlete Council is to provide recommendations to the ORSO Board of Directors.

### Members

All members of the Athlete Council must be ORSO members in good standing. The Athlete Council will have the following composition of members:

- Up to 8 members (with all genders represented, if possible)
- No more than 3 members can be from the same club
- Council Chair or Co-Chairs will be appointed by the Athlete Council at their first meeting

The term length for membership on the Council will be two (2) years. Members of the Council may be absent from a maximum of three (3) meetings in a calendar year. Once 3 meetings are missed, the individual's membership on the Council will be revoked.

### Eligibility/Elections:

In order to vote in the ORSO Athlete Council elections or sit on the Council, you must meet the following eligibility criteria:

- Council members will be elected by athlete members of ORSO
- Members must be 16 years of age or older
- Members must have competed at an ORSO or RSC event within the last 3 years

If there is only 1 male or 1 female interested, no election will be held for that gender and that individual will be acclaimed.

### Responsibilities

This Council represents athletes within the sport of rope skipping and advises the ORSO Board of Directors. The Athlete Council Chair will be responsible for communicating with the ORSO Board of Directors and attending ORSO board meetings in a non-voting capacity. The ORSO Board of Directors invites the Council to submit proposals related to athlete development and success. All recommendations made by the ORSO Athlete Council must be sent in writing in advance and the Athlete Council Chair may attend the ORSO Board of Directors meetings to present any recommendations. The Board of Directors will determine if they need to review and determine if an approval is necessary.



## Working method

### Meetings

The task group will meet a minimum of four (4) times yearly. Meetings will be held via conference call at the discretion of the Chair/Co-Chairs. The Council Chair/Co-Chairs will be selected yearly by the council. Members of the Council will submit agenda topics to the Council Chair/Co-Chairs in advance of scheduled meetings. The Council Chair/Co-Chairs must inform the ORSO Board of Directors of the meeting schedule, such that the ORSO Board of Directors may add items to the agenda when/if required. The meeting materials will be circulated to the Council by the Chair/Co-Chairs via electronic communication (e.g., email, Google Docs, etc.). When required, non-members of the Council may be invited to participate in a meeting, where their input is considered valuable to a specific agenda topic. The Council Chair/Co-Chairs, may, if desired, assign the role of Secretary to a Council member, or may take on the Secretary role themselves.

### Sharing information

Members of the Council will share information via electronic communication (e.g., email, Google Docs, etc.). All Council recommendations made to the ORSO Board of Directors should be considered confidential until a final decision is made by the ORSO Board of Directors. Council members are encouraged to engage ORSO athletes in dialogue regarding the nature of the group and discussion topics, such that their recommendations reflect the interests of the ORSO athletes. Any information provided to the Council from the ORSO Board of Directors that is explicitly deemed as confidential may not be shared with any individuals who are not members of the Council.

### AGM

The Athlete Council must provide a written annual report for the AGM outlining what they have accomplished throughout the year.