



Terms of Reference

High Performance Management Committee

Mandate

- 1 The High Performance Management Committee is an operations committee of Volleyball Canada that is responsible for providing leadership and direction to Volleyball Canada high performance programs and for advising the Board and staff on matters relating to high performance programs.

Authority

- 2 The Committee will exercise its authority in a manner that is consistent with:
 - a. these Terms of Reference;
 - b. Volleyball Canada's Articles, By-laws, and policies;
 - c. Volleyball Canada's Strategic Plan, Vision, Mission and Values; and
 - d. all applicable legislation, government policy and initiatives.
- 3 The Committee may form sub-committees as needed.

Composition

- 4 The Committee will have a minimum of five and a maximum of seven members.
- 5 The CEO will be the Chairperson of the Committee.
- 6 Other Committee members will include:
 - a. Volleyball Canada's High Performance Director Indoor;
 - b. Volleyball Canada's High Performance Director Beach;
 - c. Volleyball Canada's High Performance Director Sitting;
 - d. Volleyball Canada's Director, Sport Science and Innovation; and
 - e. other persons with expertise that the Chairperson deems is required.
- 7 The Chairperson will appoint the other Committee members identified in section 6 e.
- 8 Committee members will be appointed for a one-year term, unless otherwise determined by the Chairperson.



- 9 Generally, the Chairperson and appointed Committee members will not serve on the Committee for more than six consecutive years; however they may serve for a longer period of time in exceptional circumstances.
- 10 The Chairperson may remove a Committee member who was appointed by them and fill any vacancy on the Committee.

Responsibilities

- 11 The Committee will:
 - a. review and adhere to these Terms of Reference;
 - b. oversee all aspects of Volleyball Canada's high performance programs, including training centres and National Teams;
 - c. establish and supervise leadership teams. Each leadership team will consist of a Head Coach, Assistant Coaches, administrative staff, IST support and volunteer advisors;
 - d. communicate regularly with each leadership team to ensure consistency, uniformity and effectiveness in the administration of high performance programs;
 - e. develop and liaise with other program committees on matters pertaining to the high performance training environment, training centres and national teams; and
 - f. perform additional tasks assigned to the Committee by the CEO.

Good Faith

- 12 Members of the Committee will act honestly and in good faith.

Conflict of Interest

- 13 All Committee members will declare any conflicts of interest when they are appointed to the Committee and at the beginning of every Committee meeting. Committee members may not participate in any decision where they have or could be perceived to have a conflict of interest.

Diversity Equity and Inclusiveness

- 14 Volleyball Canada is committed to encouraging diversity, equity and inclusion in the administration of its policies, programs and activities and



will work to provide under-represented groups with an equitable range of opportunities to participate on its committees.

Meetings

15 The Committee will meet by telephone, video conference or in person, as required, and at the discretion of the Chairperson.

16 A quorum will be a majority of the members of the Committee.

Reporting

17 The Committee will keep a record of its decisions and recommendations.

18 The Committee will submit regular reports to the Board through the CEO, and it will report to the Members at the Annual Meeting through Volleyball Canada's Annual Report.

Resources

19 The Committee will have access to resources from Volleyball Canada to fulfill its responsibilities as approved by the CEO.

Review

20 The Committee and Board will review these Terms of Reference annually.

Approval

21 The Board approved these Terms of Reference on 2024.