



## **Terms of Reference National Referee Committee**

### **Mandate**

- 1 The National Referee Committee is an operations committee of Volleyball Canada and is responsible for providing leadership and direction on referee development, education, and guidelines.

### **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 three and a maximum of eleven non-staff members.
- 5 The Chair of the Board will appoint the Chairperson of the Committee.
- 6 Volleyball Canada's Referee Development Manager will be an ex officio, non-voting member of the Committee.
- 7 The Chairperson will, in consultation with the CEO, appoint a Vice-Chairperson.
- 8 The Chairperson will, in consultation with the Vice-Chairperson, appoint the other Committee members
- 9 Committee members will be appointed for a one-year term, unless otherwise determined by the Chairperson.
- 10 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.
- 11 The Chairperson may remove an appointed Committee member and fill any vacancy on the Committee.
- 12 The CEO is an ex officio, non-voting member of the Committee.



## **Responsibilities**

13 The Committee will:

- a. review and adhere to these Terms of Reference;
- b. promote the development of
  - i. the national referee certification program to ensure a high level of officiating in Canada,
  - ii. the International Referees Certification Program to ensure Canadian referees are represented at FIVB competitions,
  - iii. a beach referee program (domestic and international), and
  - iv. a para referee program (domestic and international), and
  - v. effective communication amongst Volleyball Canada's registered referees and with the volleyball community;
- c. work with Provinces and Territorial Associations (PTAs)
  - i. to educate, train and certify referees at the local, provincial, and international levels,
  - ii. or other volleyball stakeholders to assist in the development and recruitment of referees, and
  - iii. or other volleyball stakeholders in delivering the Referee Development Program to the volleyball community;
- d. facilitate access to the necessary documentation for referees;
- e. ensure that the rules and guidelines for referees in Canada are consistent with those developed by the FIVB as appropriate, and are applicable for Volleyball Canada Age Class competitions; and
- f. perform additional tasks assigned to the Committee by the CEO.

## **Good Faith**

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

## **Conflict of Interest**

15 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**

16 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**

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

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

### **Reporting**

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

19 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**

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

### **Review**

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

### **Approval**

22 The Board approved these Terms of Reference on 9 February 2026.