

1. Jr. Development Committee Terms of Reference

<b>1.1 Committee Type:</b>	<p>Standing committee.</p> <p>The Board reserves the right to disband this committee at its discretion.</p>
<b>1.2 Strategic Plan Goals:</b>	<ul style="list-style-type: none"> <li>● Key result areas pertaining to: <ol style="list-style-type: none"> <li>1. Recreational player development (Challenger players)</li> <li>2. Competitive player development (Champs players)</li> <li>3. Player retention (transition into Tennis for Life stream)</li> </ol> </li> </ul>
<b>1.3 Vision:</b>	<ul style="list-style-type: none"> <li>● To develop an effective and integrated system of competitive opportunities for Alberta Junior tennis players to: <ol style="list-style-type: none"> <li>1. Be active, healthy and engaged in physical activity for life; and</li> <li>2. Achieve personal best performances at all levels of competition;</li> <li>3. Achieve LTAD recommendations for the number of competitive opportunities which are developmentally relevant.</li> </ol> </li> </ul>
<b>1.4 Purpose:</b>	<ul style="list-style-type: none"> <li>● To set, monitor and enforce policies and practices intended to: <ol style="list-style-type: none"> <li>1. best develop a system which includes a route for those who wish to excel, and options that promote “tennis for life” for enjoyment, health, participation and achievement;</li> <li>2. assist staff to effectively communicate the purpose, structure, policies and procedures of this system to all players, stakeholders and partners;</li> <li>3. qualify Alberta’s best players for Jr. Champs Provincials and Jr. Nationals;</li> <li>4. protect the interests of the Tennis Alberta, as well as current and future players.</li> </ol> </li> <li>● To act as ambassadors of Alberta’s competitive structure and a source of information for others.</li> <li>● To support and act as consultants to TA staff who are responsible to design and implement Jr. High Performance programs and opportunities.</li> <li>● To act as consultants to the Ad Hoc Jr. Parent Advisory Committee.</li> <li>● To support Tennis Alberta’s Provincial Coaches.</li> </ul>
<b>1.5 Scope</b>	<ul style="list-style-type: none"> <li>● Development, implementation and review of the Junior Competitive Structure (sanctioned Jr. Champs and Challenger events, qualification process for Jr. Champs Provincials and Jr. Nationals)</li> <li>● Initial appeals regarding the JCS document or any selections to Jr. Champs Provincials or Jr. Nationals</li> </ul>

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	<ul style="list-style-type: none"> <li>● Applications for Special Exemptions and Wild Cards</li> <li>● Coach selection for Jr. Nationals and for any previously unassigned opportunities</li> <li>● Approval of selection criteria for HP Programs or other opportunities which would be proposed by TA staff (developed in consultation with Provincial coaches)</li> <li>● Selection of Provincial Coaches (in consultation with Tennis Alberta's Executive Director- see Reporting and Authority section for details)</li> </ul>
<p><b>1.6 Out of Scope:</b></p>	<ul style="list-style-type: none"> <li>● HP Program design and player selections (U10/U12 Provincial Teams, CSG/WCSG teams, other ad-hoc opportunities)</li> <li>● Provincial Coach duties, assignments and responsibilities</li> <li>● Operational decisions- that is any type of short-term decision in lieu of long-term strategies. These involve the day-to-day operations of the association, contractor or staff conduct/responsibilities, or events</li> </ul>
<p><b>1.7 Composition and appointment:</b></p>	<ul style="list-style-type: none"> <li>● The committee will be comprised of one representative from each of the TDC's in Alberta (appointed by the Club Manager, Head Tennis Professional or President of the club) and the Executive Director of Tennis Alberta.</li> <li>● Each club may have a maximum of two representatives attend face-to-face meetings and conference calls at the discretion of the Committee, although each club will have only one vote</li> <li>● Committee members will be appointed for an indefinite term, and will be removed or replaced at the discretion of his or her Club Manager, Head Tennis Professional or President</li> <li>● Committee members must be in good standing with the association and may be removed at the discretion of the Board for reasons such as inappropriate conduct or actions which are detrimental to the interests of the association</li> </ul>
<p><b>1.8 Chair:</b></p>	<ul style="list-style-type: none"> <li>● The Chair will be a member of Tennis Alberta's Board of Directors or a member of the tennis community at large</li> <li>● The Chair will be appointed by the Jr. Development Committee and approved by Tennis Alberta's Board of Directors</li> <li>● Previous experience in and knowledge of the competitive junior environment in Alberta is preferred</li> <li>● The Chair will be responsible to: ensure that each meeting is planned effectively, ensure that minutes are kept (which record decisions made, actions to be taken and/or recommendations for consideration), monitor</li> </ul>

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	<p>the committee’s performance and to generally manage and drive the functions of the committee</p> <ul style="list-style-type: none"> <li>● The Chair will act as a liaison with the Board as requested</li> <li>● The Chair of the committee will be appointed for a term of one year, for an unlimited number of terms</li> </ul>
<p><b>1.9 Current Members</b></p>	<ul style="list-style-type: none"> <li>● Calgary Winter Club- Peter Smythe</li> <li>● Glencoe Club- Gene Kelly</li> <li>● The Tennis Academy- Jeff Spiers</li> <li>● World Health Club- Adrian Court</li> <li>● Red Deer Tennis Club- Rene Simon</li> <li>● The Royal Glenora Club- Ryan Schroffel</li> <li>● The Saville Community Sports Centre- Russ Sluchinski</li> <li>● Osten &amp; Victor Alberta Tennis Centre – Tom Mclean</li> <li>● Tennis Alberta’s Executive Director- Jill Richard</li> <li>● Committee Co-Chairs- Ryan Schroffel &amp; Jeff Spiers</li> </ul>
<p><b>1.10 Accountability:</b></p>	<ul style="list-style-type: none"> <li>● Committee members and any sub-committees report to the Chair</li> <li>● Chair will act as the liaison to the Committee and as the liaison with the Board</li> <li>● Members are expected to publically support the decisions of the Committee</li> <li>● Members are expected to be familiar with the activities and decisions of the Committee</li> </ul>
<p><b>1.11 Reporting and Authority:</b></p>	<ul style="list-style-type: none"> <li>● The committee will report back to the Tennis Alberta Board by submitting minutes which record decisions made, actions to be taken and/or recommendations for consideration regarding anything outside the scope of this committee</li> <li>● The Chair will provide an annual or semi-annual report to the Board, as requested.</li> <li>● The committee may only make decisions falling within the scope outlined in this document.</li> <li>● Only the club representatives shall have voting privileges. The only exception is the appointment of any the Provincial Coaches (as these are contracted and paid positions). While the ED will retain the right to refuse the appointment of any individual to this position at his or her sole discretion, he or she will not have the authority to appoint a Provincial Coach without the approval of the HP Committee.</li> </ul>
<p><b>1.12 Meetings</b></p>	<ul style="list-style-type: none"> <li>● The Committee will hold a minimum of two face-to-face meetings per year</li> </ul>

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	<ul style="list-style-type: none"><li>• Additional meetings and conference calls will be at the call of the Chair of the Committee</li></ul>
<b>1.13 Quorum</b>	<ul style="list-style-type: none"><li>• A quorum of 50% plus one (of voting members) is required to conduct the business of the committee</li><li>• Note that some decisions may have a supermajority requirement (such as a two-thirds majority). These cases will be outlined in the Junior Competitive Structure document.</li></ul>