

Terms of Reference – Junior Development Committee



The S&RV Board is supported in its work by two substructures - Committees and Working Groups.

- **Committee** - where the Board appoints a group of individuals to advise on or deliver a task or activity on an ongoing basis, that is, there is longevity or regular frequency to the work and
- **Working Group** - where the Board appoints a group of individuals to advise on or deliver a specific or short term task.

Substructure Type:	Committee
Name:	Junior Development Committee
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Author Title:	Executive Director
Date Written:	June 2017
Approved:	

Updates to TOR

Update No.	Approval Date	Nature of Amendment	Update Author

Junior Development Committee Terms of Reference

Purpose

The Junior Development Committee is responsible for providing advice to the Board on the development, implementation and monitoring of strategies which increase participation in junior squash and racquetball programs and activities, tournaments and pennants.

Membership

The Junior Development Committee comprises:

- Minimum of 4 representatives from the Victorian squash and racquetball community
- 1 representative from the S&RV Board
- 1 S&RV staff member

Internal or external persons may be invited to attend meetings at the request of the Chairperson to provide advice and assistance considered necessary.

Chairperson to be elected from amongst the community representatives.

The S&RV Board representative on the Committee is responsible for reporting back to the S&RV Board on all Committee meetings and recommendations.

Key Responsibilities

1. Work with stakeholders, including court owners, clubs and players to develop strategies to encourage player participation and retention in squash and/or racquetball, including school, local court run programs, competitions and pennants.
2. Review and monitor the linking and coordination of participation programs to ensure there is an increasing retention rate.
3. Provide input to S&RV planning workshops and S&RV Strategic and Operational Plans.
4. Provide support to the Board in the development and review of appropriate policies as required.
5. Provide the Board with copies of Junior Development Committee meeting Minutes.

6. Provide a report for the S&RV Annual Report.

Authority

The Committee provides reports and recommendations to S&RV, it does not have authority to make decisions on behalf of S&RV.

S&RV authorises final versions of any reports and submissions generated from this Committee.

Any public statements in relation to the workings of the Committee will be authorised by S&RV.

Meeting Process

At least 3 meetings will be held annually.

Quorum

A quorum of 4 is required for the meeting to proceed.

Terms of Reference Review

The Terms of Reference will be reviewed annually in November.