**Ringette Alberta**

**Athlete Advisory Council - Terms of Reference**

Purpose: This Council serves in an advisory capacity to Ringette Alberta and works closely with Ringette Alberta staff on matters of importance to ringette athletes in Alberta and as outlined in the Ringette Alberta Strategic Plan.

Guiding Principles: The Council’s ways of work will be consistent with Ringette Alberta values of integrity, collaboration, and excellence.

Authority: The Athlete Advisory Council is an advisory committee to the Ringette Alberta staff to assist in implementing pieces of the Ringette Alberta Strategic Plan. The Council does not have independent decision-making authority but advises the Ringette Alberta staff.

Composition: The Council will consist of 7 – 9 ringette players or former players who are under the age of 18. Council members must be a registered player with Ringette Alberta at the time of their appointment and must be in good standing with their Member Association and Ringette Alberta. Existing Council members will remain eligible to serve on the Council for up to one year after they cease registering as a player provided they are under the age of 18.

Council Chair: The Council will be chaired either by a Ringette Alberta staff member or by a member of the Council or by a former Council member (who is under the age of 21).

Responsibilities of the Council Chair: Work with Ringette Alberta staff to create an agenda for team meetings. Organize the date for meetings and distribute the link for the online meeting platform. To vote in the case of a tie. Provide a written report by email to the Ringette Alberta Executive Director about the Council activities.

Activities of the Council: Members of the Council will provide advice to Ringette Alberta staff or implement initiatives on specific subjects as requested from time-to-time such as (examples only):

* how to encourage more athletes to report abuse
* how to build diversity and inclusion in the ringette community
* athlete mental health
* healthy communication with coaches

Meetings of the Council:

The Athlete Advisory Council will meet a minimum of 4 times/year online.

Support:

The Athlete Advisory Council will receive administrative support from Ringette Alberta staff to organize meetings.

Approval and Review:

These Terms of Reference will be reviewed every two years at minimum by the Ringette Alberta staff.

ATHLETE ADVISORY COUNCIL

I INTRODUCTION AND PURPOSE

The Sport Dispute Resolution Centre of Canada (the “Centre”) fully supports the

will of the Canadian sport community to take all necessary measures to offer sport

environments that are free from maltreatment of any kind. With the creation of the

Abuse-Free Sport program to help achieve this, the Centre is committed to

providing meaningful opportunities for athletes to have input into all relevant

aspects of the program.

The Athlete Advisory Council (the “Council”) will serve as the collective voice

for all Canadian athletes to provide input, make recommendations, and contribute

to the development of initiatives, projects, programs and services of the AbuseFree Sport program.

II AUTHORITY AND REPORTING

The Council is created by the Centre’s Sport Integrity Council.

III COMPOSITION AND OPERATIONS

A The Council shall be comprised of no more than fifteen (15) members:

- Up to two (2) members appointed by the Centre’s Board, one of whom shall

be the Chairperson of the Council;

- Up to two (2) members appointed by AthletesCAN;

- Up to two (2) members appointed by the Canadian Olympic Council

Athletes’ Commission;

- Up to two (2) members appointed by the Canadian Paralympic Council

Athletes’ Council; and

- A maximum of seven (7) members to be recommended by the other

Council members following a public call for applications, subject to

approval by the Sport Integrity Council.

B The Centre will strive to build a Council that combines expertise in sport, safe

sport, legal and regulatory issues, and reflect the broad diversity of the

Canadian sport community with respect to discipline (individual/team sports,

winter/summer sports, para/non-para sports), activity status (retired/active

athletes), gender, race and other intersectionality factors.

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C Council members’ mandates will expire every year on March 31, with an

option to seek a renewal for another year. The maximum number of consecutive

mandates is four (4).

D Notwithstanding subsections III A through III C, Council members may be

added or removed by the Sport Integrity Council as deemed necessary.

E Five (5) members shall constitute the Council’s quorum. The Chairperson

shall not have a preponderant vote.

F Council members are not remunerated for their participation on the

Council.

G The Council shall meet as often as necessary, which meetings can be

conducted primarily by teleconference, but also by email or other appropriate

means.

H Each member shall make all reasonable efforts to prepare for, attend and

actively participate in all meetings. Being absent without proper notice or valid

excuse, as determined by the Council, from three successive scheduled

meetings of the Council shall be cause for removal.

I The Council acts in an advisory capacity and does not have any

decision- making authority.

IV DUTIES AND RESPONSIBILITIES

Subject to the above, the Council shall be responsible for:

1. Representing the voice for athletes in safe sport issues;

2. Ensuring that at least one athlete from the Council is delegated to each

Council, task force or working group created by the Centre for the purpose

of advancing an Abuse-Free Sport initiative or project;

3. Providing expertise on safe sport matters and assisting the Centre in:

a) The implementation and operation of the Abuse-Free Sport program,

b) The development and delivery of support services offered through the

Abuse-Free Sport program, and

c) Organizing nationwide athlete consultation processes on specific issues,

as required.

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4. At the request of delegated Council members to Councils, task forces or

working groups as per section 2 above, providing feedback and formulating

recommendations relevant to the issues brought forward;

5. At all times, conducting its business in full compliance with:

a) The requirements of the Physical Activity and Sport Act (S.C. 2003, c. 2),

b) The Centre’s contribution agreement with Sport Canada,

c) The Centre’s Bylaw no.1, and

d) Any other requirements that may