



Terms of Reference

Coaching Council for Sport NB

1. Purpose

The Coaching Council ("the Council") is a standing committee of the Board of Directors for Sport NB. The purpose of the Council is to draw on the NB sporting community expertise to support and guide coaching initiatives for Sport NB to strengthen leadership, professional development across all levels of the NB sport system.

2. Objectives

The Council will:

- Ensure coaching initiatives align with Sport NB organizational strategy and leadership development plans.
- Monitor the effectiveness of coaching programs and provide recommendations for improvement.
- Foster a culture of continuous learning and professional growth.
- Advise the Sport NB Board on emerging trends and opportunities, while presenting them with new potential initiatives that support coaching in the NB sport system.

3. Membership

- The Council shall be composed of a maximum of 12 members.
- The Council Chair shall be a Sport NB Board member and will be appointed by the Sport NB Board.
- Membership shall include at least one Sport NB Board member, senior leadership representatives, and individuals with expertise in coaching and professional development.
- The members of the Council will include representatives from the following groups, ensuring a format that is mindful of representation from different sectors.
- The nomination and selection process for Council members shall prioritize gender equity, ensuring fair representation and inclusive participation of all genders.
- Each Council member shall remain on the Council for a period of two years/term for a maximum of two terms.

Regional Representative	School Coaches
Provincial Sport Organizations	Sport Club and or sports associations
Winter Coaches	Summer Coaches
Individual Sport Representation	Team Sport Representation
Next Gen (Athlete to Coach transition)	Equity owed Representation
	Coach Developers



4. Roles and Responsibilities

The Council shall:

- Be compliant with the Responsible Coaching Movement.
- Play a connecting role.
- Assess the impact and outcomes of coaching initiatives through data and feedback mechanisms.
- Ensure compliance with relevant governance, ethical, and professional coaching standards.
- Report to the Board on the progress and effectiveness of coaching initiatives.

The Chair shall:

- Collect agenda items and circulate an agenda prior to each meeting.
- Keep note during the meetings and circulate notes to the Council members following each meeting.
- Report back to the Sport NB Board on Council activities and discussions at every Board meeting.

5. Nominations

Call for Nominations: A formal call for nominations will be issued annually through appropriate channels, inviting qualified individuals to express interest.

Eligibility Criteria: Nominees must meet predefined qualifications, including relevant expertise, experience in coaching, leadership skills, Responsible Coaching Movement (RCM), and a commitment to ethical practices.

Gender and Diversity Considerations: The nomination process must ensure gender equity, diversity, geographical location throughout the province, and inclusivity to reflect Council representation of interest holders.

Submission of Nominations: Interested candidates must submit an expression of interest, including a statement of interest and relevant qualifications.

Selection and Appointment: The slate of nominees will be selected by the Sport NB representatives on the Council (Board and staff members). The selected nominees will be contacted by a Sport NB representative to confirm their selection.

All individuals involved in the nominations process must disclose any conflicts of interest.



Criteria for Selection

Council members will be selected based on:

- *Professional Expertise and Leadership:* Experience in coaching, sports development, or related fields.
- *Commitment to the Council's Goals:* Willingness to actively contribute to advisory discussions and initiatives. Availability for meetings will be taken into consideration as well.
- *Diversity and Inclusion:* The Council membership should reflect a variety of perspectives from different coaching disciplines, gender and other equity-owed populations, and regions of the province.

6. Meetings

The Council shall meet at least 3 times per year, with additional meetings as required. (e.g., June, October, and February).

7. Authority

The Council is advisory in nature and shall operate under the authority of the Sport NB Board of Directors. It has the power to make recommendations but does not have decision-making authority unless specifically delegated by the Board.

8. Council Length of Terms

With a focus on continuity, equity, and balanced representation, the coaching Council will be structured with staggered terms.

For the first cohort of Council members, half will serve a one-year term and the other half will serve a two-year term to set the future iterations of the Council up for staggering terms. Following the first year, all council members will serve two-year terms.

9. Review and Amendments

These Terms of Reference shall be reviewed annually by the Council and the Sport NB Board to ensure continued relevance and effectiveness. Amendments will be recommended by the Council for adoption by the Sport NB Board.