



## Committee Terms of Reference

<b>Committee Type</b>	Operational
<b>Committee Name</b>	Competitions Committee
<b>Created</b>	In accordance with Part 6 of BC Soccer Bylaws
<b>Reviewed</b>	Annually
<b>Term</b>	November 2022 to November 2025

**Membership:** The membership of the Competitions Committee shall be comprised of a minimum of five members, one of which shall be the Chair who is not a member of the Board of Directors.

**Formation:** The Committee will be formed upon the direction of BC Soccer's Executive Director with the Chair appointed by same. The Chair, with advice from the Executive Director (or designate), will populate the Committee with representation from both youth and adult membership representatives.

Specific Working Groups may be established by the Chair to address specific competition areas (i.e. youth and/or adult provincials, league management, etc.) or initiatives/programs. Working Group Chairs are appointed by the Committee Chair with the Working Group Chair, with advice from the Committee Chair, populating the Working Group.

The Committee Chair will solicit feedback from Committee members upon resignation or completion of term.

**Terms:** All committee members shall be appointed for three (3) year terms ending at the annual general meeting of BC Soccer in November.

**Goal:** The goal of the Committee is to guide the operations and delivery of all Competitions operated by BC Soccer, and to continuously improve said competitions.

**Deliverables:**

1. Annually review and amend BC Soccer's Youth Provincial Championship Competitions Rules and Regulations for the Board of Director's consideration.
2. Annually review and amend BC Soccer's Adult Provincial Championships Rules and Regulations for the Board of Director's consideration.
3. Review hosting bids for all BC Soccer Youth Competition and select/award host locations/organizations.
4. Determine the Host location for Adult Provincial Cup finals annually if no rotational schedule applies.
5. Act as the "Working Committee" during the Adult Provincial Cup finals (if needed).
6. Make recommendations as needed on extraordinary circumstances that are related to Competitions.
7. Provide feedback and advice regarding the organization and execution of all BC Soccer competitions.
8. Be responsible for delivering against additional priorities as assigned by the Chair.

**Jurisdiction:** The Committee may make any recommendations it deems necessary to all BC Soccer Competition Rules and Regulations.

**Resources and Budget:** Allocated and reviewed in alignment with the internal Finance Operational Policy.

**Governance:** A quorum of the Committee will be a majority of its members; decisions on recommendations to the

Board of Directors shall be for the most part by consensus, however, if a vote is necessary, a 2/3 majority of those in attendance is required. The chair of the committee shall act as the tie breaker if necessary.

**Communications:** Communications shall be typically by online meetings, conference calls, face to face meetings and emails, as called by the Chair of the Committee based on the circumstances.

**Relationships:** The Committee is designed to provide feedback to BC Soccer operations.

**Related Bylaws:** The Committee is created in accordance with Part 6 of the Bylaws of BC Soccer.

**Compliance:** Competitions Committee members shall be subject to the Board of Directors' policies regarding confidentiality, conflict of interest, privacy, harassment, and criminal record checks.

**Staff Liaison:** The Executive Director (or designate) shall appoint a staff member(s) as a liaison to the committee who shall participate as a non-voting member of the Committee.

**Board Liaison:** The President shall appoint one board of director as a liaison to the committee who shall participate as a non-voting member of the Committee and to be the point to bring any information back to the board as needed.

Composition

Chair, PJ Aucoin

Community Member, Sean Arbour

Community Member, Scott Fletcher

Community Member, Vincent Greco

Community Member, Chris Murphy

Community Member, Parm Sanghera

Community Member, Jo-Dee Stanley

Staff Member, Lisa White

Staff Liaison, Jack Baillie

-End-