



Terms of Reference: High Performance Athlete Advisory Council

Mandate:

The High Performance Athlete Advisory Council (the “Council”) is an Operations Council of Swimming Canada. The purpose of the Council is to represent the national team Swimmers in an effort to further the objectives of Swimming Canada. The Council shall provide input on matters related to the senior national teams (Olympic and Paralympic).

Composition:

- The Council will consist of up to seven (7) Swimmers and the Swimming Canada CEO or their designate.
- Swimmers will be appointed by the Swimming Canada CEO, in consultation with the High Performance Director (HPD) and the Senior Manager, High Performance Para-swimming Programs.
- In order to be eligible for the Council, Swimmers must:
 - Declare their expression of interest in being members of the Council. Calls for expressions of interest will be made annually each November.
 - Have achieved Senior National / International Carding status in the past 2 years OR must have competed at the Olympic Games, World Aquatic Championships, Commonwealth Games, Pan Pacific Championships, Pan American Games, Paralympic Games, IPC World Championships, Para Pan American games, Para Pan Pacific Championships in the past 2 years.
 - Be at least 18 years of age.
 - Not have been found in breach of the Swimming Canada Code of Conduct at any point during their time on the National Team.
 - Not have been found to have committed a doping offense under the rules and regulations of CCES and/or WADA during his/her career.
- The Chair of the Athletes Council will be nominated and voted upon by the Athlete Council on an annual basis. The term of the Chair shall be (1) year.
- A minimum of 1 athlete from the Olympic stream and 1 athlete from the Paralympic stream must be selected to the Council
- A minimum of 1 male athlete and 1 female athlete must be selected to the Council.
- A maximum of 2 recently retired athlete who has been inactive for no more than 2 years may be selected to the Council.

Appointment of Council Members:

- A call for expressions of interest will be disseminated in November of each year to all eligible Swimmers.
- Appointments will take place in December each year.
- Appointments will be for a term of 2 years. For 2014 only, up to four appointments will be made for 2 year terms and up to three appointments will be made for 1 year terms.
- The CEO has the authority to remove anyone from the council at his/her discretion.

Meetings:

The Council shall meet by telephone or in person, as required.

Resources:

The Council will receive the necessary resources from Swimming Canada to fulfill its mandate. The Senior Manager, High Performance Programs will be assigned to guide and assist the Council with its work. Additional Swimming Canada staff will assist as required where applicable (see below).



Key Duties/Objectives/Deliverables:

The primary purpose performed by the Council is providing feedback to the CEO and/or the NHPD on a range of matters; which may include but not limited to:

- National Teams and evaluation processes
- Communication to National Team Athletes on all pertinent matters
- Anti-Doping education
- Branding, sponsorship and promotional activities of Swimming Canada via the Swimming Canada Marketing & Events Director
- Selection Trials and Senior National event packages via the Swimming Canada Senior Manager Events and Domestic Operations
- Appointing recently retired Swimmer(s) to the Selection Committees (Olympic and Paralympic)
- The Chair of the Council (or appointee) shall attend Swimming Canada's AGM and shall represent the HP Athletes Advisory Council as a voting Class II delegate
- The Chair of the Council (or appointee) shall be named to the Awards Committee (working with the Swimming Canada Senior Manager Events and Domestic Operations).
- The Chair of the Council (or appointee) shall attend the AthletesCAN annual forum provided funding is available from AthletesCAN
- A Para-Swimming rep (or appointee), if not the chair of the Council, shall also attend the AthletesCAN annual forum provided funding is available from AthletesCAN.

Review

- The CEO will review the effectiveness of the Council.
- This review will take place immediately prior to the AGM.
- The CEO will review these terms of reference every two years.

Reviewed: Oct 28, 2010

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Reviewed: June 2, 2011

Approved: June 27, 2011

Reviewed: July 22, 2014

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