



## **Interior Development Taskforce – Terms of Reference**

### **Taskforce Definition**

A temporary group of people formed to carry out a specific mission or project, or to solve a problem that may require a multidisciplinary approach.

### **Purpose**

The Interior Development Taskforce is established to identify and support the needs and growth potential of current and future rowing clubs in the Interior regions of B.C.

### **Goals**

- To ensure that the Interior rowing clubs' needs, issues and concerns are recognized, understood, and addressed by Rowing B.C.
- To identify communities where there is interest and potential for the development of new or renewed rowing clubs.

### **Objectives**

The Task Force will:

- Utilize Rowing B.C.'s current Strategic Plan as a platform on which to build implementation strategies to maximize positive outcomes for Interior Clubs.
- Consult with representatives from the Interior rowing clubs to inform how recommendations for future action are determined and shaped.
- Support Rowing BC in creating action plans for the deployment and completion of recommendations from the taskforce (this may including planning for clinics, workshops, seminars, training camps and other initiatives as determined by the recommendations).
- Ensure that indoor, open-water, coastal and touring options are included as options for development.

### **Consultations**

- The taskforce will consult with 3-5 members of each Interior rowing club to gain insight into desired directions for growth and areas requiring additional support.
- Feedback through these consultations will inform how the taskforce creates recommendations for Rowing BC to implement.
- The taskforce will define the Interior as including four distinct regions in accordance with the regional names used by the BC Summer Games: Zone 1 (Kootenays), 2 (Thompson-Okanagan), 7 (North West) and 8 (Cariboo-North East)

- In addition, the taskforce recognizes that the Kootenays zone is extremely diverse and may require a West and East designation.

### **Composition**

- The Interior Rowing Taskforce will be chaired by a Board member with significant knowledge about the Interior regions of B.C. and their existing rowing programs.
- The taskforce will include 3 additional members including two Rowing BC Staff (Para Coach & Coach Coordinator, and Programs & Communications Coordinator) plus one invested community member.
- The taskforce shall be in place from January 2019 until November 2021.

### **Meetings**

- Meetings will take place as determined by the Chair, at least once quarterly.
- Meetings will be facilitated in-person, or through conference call/video call.

### **Reporting**

- The taskforce will prepare recommendations to be shared with the Rowing BC Board through the Executive Director by May 2019
- The recommendations will be turned into concrete action steps to be shared with the Rowing BC Board through the Executive Director by July 2019
- The taskforce will support Rowing BC in implementing the proposed action steps through the Summer and Fall of 2019
- An annual report will be created and shared within Rowing BC's 2019 Annual Report at the November 2019 Annual General Meeting.
- These Terms of Reference will be reviewed at the end of the 2019 to determine what reasonable next steps and an associated reporting timeline for 2020 will be.

### **Budget**

Rowing BC will support the taskforce with the means to hold the necessary meetings as determined by the Chair. Rowing BC recognizes that some recommendations may require further budgeting considerations to implement.