



Coastal Rowing Development Task Force Terms of Reference

February 2020

Purpose

The Coastal Rowing Development Task Force (CRDTF) has been established by Rowing BC to create guidelines and recommendations for the further development of Coastal Rowing in BC.

Responsibilities and Reporting

The CRDTF is responsible to:

1. Provide an interim report by April 1, 2020 regarding the initial steps that can be taken to ensure the rowing community in BC benefits from the further development of Coastal Rowing, and on-going role of the CRDTF;
2. Provide a report by August 1, 2020 with medium and long-term recommendations for the further development of Coastal Rowing in BC;
3. Provide a final report by November 1, 2020, ahead of the 2020 Rowing BC Conference and AGM, and present to the membership on the future of Coastal Rowing in BC during the conference.

Composition and Terms

The CRDTF shall comprise between 4 and 7 persons one of whom shall be a member of the Rowing BC Board. The task force shall have representation from Rowing BC membership with experience in Coastal Rowing from Vancouver Island, the lower mainland and geographical representation from outside of the lower mainland or Vancouver Island.

The make-up of the task force shall strive for gender balance.

The task force's current mandate shall terminate at the 2020 Rowing BC AGM.

Meetings

The CRDTF will meet as required and when called by the Chairperson. Meetings will be facilitated via conference call.

Authority

The CRDTF has the authority to:

1. Write reports and recommendations to the Executive Director of Rowing BC;
2. Present a report to the Rowing BC Membership at the 2020 AGM;
3. Raise issues to the board, openly or in camera, as required.

Budget

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

Staff Support

Executive Director, Programs and Communications Coordinator, Para Coach and Coach Coordinator.