



Para Rowing Taskforce Terms of Reference

March 2023

Purpose

The Para Rowing Taskforce (PTF) has been established by Rowing BC to identify initiatives aimed at increasing growth within the discipline of para rowing across coaching and athlete participation; Create strategies to support club development initiatives to encourage growth of para rowing; and Target funding opportunities to support the delivery of para rowing programs and events.

Responsibilities and Reporting

The PTF is responsible to:

1. Provide quarterly reports regarding the steps taken to ensure the rowing community in BC benefits from the further development of Para Rowing.
2. Provide an annual report ahead of the Rowing BC Conference and AGM, and present to the membership, as appropriate, on the path of Para Rowing in BC during the conference.

Composition and Terms

The PTF shall comprise between 5 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 Para Rowing from multiple areas of the province.

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

The task force's current mandate shall terminate at the 2023 Rowing BC AGM.

Meetings

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

Authority

The PTF 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 Rowing BC AGM;
3. Raise issues to the board, openly or in camera, as required.

Budget

Rowing BC will support the PTF 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; Manager of Education, Innovation, and Inclusion; Director of Performance