

Umpires Committee Terms of Reference

1.0 Name

The **Umpires Committee** (UC) shall be a duly constituted committee and shall operate at the pleasure of the Rowing Canada Aviron (“RCA”) Board of Directors.

2.0 Mandate

The mandate of the Umpires Committee is to ensure that there is a robust cadre of Canadian Umpires with the appropriate education and development to ensure safety and fairness at all rowing competitions in Canada, and to represent Canada at international rowing competitions governed by FISA.

Supported by the Domestic Development Officer – Sport Technical, the Umpires Committee works to standardize and improve the quality of umpiring in general, and in particular at Canadian National Regattas, and to monitor the qualifications of Canadian Umpires at all levels.

3.0 Objectives

The UC shall:

- Promote umpiring throughout Canada through the recruitment of umpires;
- Enhance the public image of Umpires;
- Standardize umpiring through umpire education, evaluation and development that prescribes criteria as to how Umpires can be licensed and have a license revoked;
- Improve the consistency and maintain the high quality of umpiring at regattas in Canada;
- Positively promote and educate members regarding the Rules of Racing and participate in rules of racing reviews by designating representatives to the Rules of Racing Working Group as established by RCA from time to time; and
- Ensure that juries are selected for national regattas by developing, maintaining and publicizing, in conjunction with the provincial and territorial rowing associations, selection criteria for Juries at RCA national regattas, including:
 - Advising the Organizing Committees of National Regattas on the appointment of chief umpires and assistant chief umpires,
 - Coordinating the selection of nationally supported Juries for National Regattas, and
 - Ensuring that Canada has a sufficient number of FISA Umpires for national and international regattas by identifying and developing potential candidates and maintaining and publicizing the selection criteria for nomination of RCA Umpires to FISA events juries.

4.0 Structure

The UC membership shall consist of up to six members selected for their knowledge of Umpiring,

capacity in policy development and all-round capability as a Committee member. A minimum of one member of the UC shall be a licensed FISA Umpire.

The Chair of the Committee is recommended by the CEO and approved by the RCA Board of Directors. The Committee members are recommended by the Chair of the Committee and approved by the CEO.

Regular attendance and full participation in UC meetings are important elements in the functioning of this committee. If a member is unable to fulfill their commitment, the Committee Chair, in consultation with the CEO may determine a replacement.

The Umpires Committee will establish two sub-committees:

- An Umpire Education and Development Sub-Committee:
 - The mandate of the Education and Development Sub-Committee is to review and revise the program of education and continuing development for all umpires in Canada to ensure a:
 1. Consistent understanding, and application of the RCA Rules of Racing;
 2. Development path for umpires to prepare them for leadership roles and FISA candidacy, if interested;
 - The Sub-Committee shall comprise 3 members who are Level 2 RCA Umpires and above, appointed by the Chair of the RCA UC. At least two of the members of the UEDSC shall be members of the RCA UC, and at least one shall be a FISA umpire;
 - The Chair shall be chosen from amongst the members of the UC; and
- An Umpire Selection and FISA Matters Sub-committee:
 - The mandate of the Umpire Selection and FISA Matters Sub-Committee is to establish and apply clear and consistent criteria for:
 1. the nomination and selection of umpires to National Juries;
 2. the nomination and selection of candidates for FISA umpire license examinations;
 3. the nomination of Canadian FISA umpires for all FISA regattas;
 - The Sub-Committee shall have four members comprised as follows:
 - Three Canadian FISA umpires who will not be submitting their names for appointment to FISA juries for the subsequent year, or three recently retired Canadian FISA umpires; or a combination of the two sources
 - A member of the RCA Umpires Committee, and
 - The RCA UC Chair will appoint one of the four as the Chair of the Sub-Committee

The Committee, when necessary, may form other sub-committees or working groups on the approval of the CEO. The Committee may also bring advisors in as needed in order to facilitate/support the work of the Committee.

The UC shall consult with the Provincial Rowing Associations on policies and program matters

as required through the Provincial Advisory Council (PAC) or through provincial umpiring representatives nominated by the PAC, as directed by the CEO.

The Board of Directors may designate one of its members from time to time to act as a liaison to the UC, who shall be an ex-officio member of the Committee without a vote.

5.0 Level of Authority

The UC Committee is an active advisory committee and has the authority to establish and implement programs and services within the strategic direction and budget approved by the Board of Directors, and the operational parameters established by the CEO. The Committee's plans (annual and quadrennial, etc.) and its annual budget must be approved by the CEO.

6.0 Reporting

The Committee will report to the Board of Directors through the CEO. Matters requiring Board input or approval will be taken to the Board through the CEO. The Committee will report to the membership annually through a written report at the RCA Annual Conference and General Meeting (January).

The UC shall prepare and provide to the CEO:

- The umpiring component of the RCA Operational Plan;
- An annual budget and work plan; and
- The minutes of each UC meeting.

7.0 Meetings

The Umpires Committee shall meet at least quarterly, within the budget parameters approved by the CEO. It is anticipated the Committee will hold at least one face-to-face meeting per year. Other meetings will be through regular conference calls and electronic means.