

Shooting Federation of Canada



Policy and Terms of Reference for Coaches Committee and Long Term Athlete Development (LTAD) Steering Committee

Approved by:

Board of Directors / Executive Committee

May 8, 2017

Posted to the SFC Website

May 29, 2017

Scheduled Year of Review: 2018

Note Policies will be reviewed on an as needed basis or every two year cycle whichever comes first.

The Shooting Federation of Canada at its option, may change, delete, suspend, or discontinue parts or the policy in its entirety, at any time without prior notice. Any conflict between policies or conflict between French and English versions of the policy should be brought to the immediate attention of SFC - Executive committee (EC). EC will either review and revise the conflicting policies or assign a committee or individual to do so. Until otherwise stated, the wording of the English language policy shall represent the official position of the Shooting Federation of Canada.

Once approved, this version of the policy supersedes all previous policies.

While every effort is made to keep the contents of this document current, The Shooting Federation of Canada reserves the right to modify, suspend, or terminate any of the policies, procedures, and/or benefits described in the manual with or without prior notice.

1 Coaching Committee and LTAD Steering Committee

This document has been developed by the Shooting Federation of Canada as one of many policy documents to guide the decision making process of the Federation

1.1 Scope and Purpose

To ensure solid platform for developing Instructor Beginner (IB) coaches; Competition Development (CompDev) coaches and have a transparent pathway for coaches to develop their skills as IB and CompDev coaches and through to High Performance coaches. The responsibility of the SFC is to work with the Provincial Sport organizations to support the delivery of safe, developmentally appropriate programs of consistently high quality across the country. This committee will maintain the SFC's LTAD plan, which focuses on the Olympic and Paralympic disciplines, but also provides a framework which is equally applicable to target shooting athletes in any of the other recreational and formal disciplines of competitive target shooting.

1.2 Responsibilities of the Committee

The Coaches Committee will:

- Oversee programs that increase the number of qualified shooting coaches in the country.
- Develop policies and procedures and oversee fair and transparent financial support programs meant for coach development.
- Develop and oversee a coach recognition program.
- Oversee the maintenance of the NCCP or charter of professional coaches Code of Ethics to be followed by all coaches trained or certified by the Shooting Federation of Canada.
- Provide policy and procedure to recommend coaches for advanced training.
- Promote the Shooting Federation of Canada coach development program.

1.3 Operating Principles

- The committee will conduct itself within all policies and guidelines approved by the Shooting Federation of Canada
- Fair and transparent rules and guidelines
- All programs are discipline and gender equitable in design however some of funding sources may target specific groups \and should not be overlooked in decision-making.
- Recommendations from this committee are made in the best interest of target shooting in the country

1.4 Operating Procedures

Meetings of the Committee shall be held at least 6 times a year but preferable monthly by teleconference to implement and evaluate the progress of the Coach Development plan. All decisions and recommendations of the committee will be made by majority of

members in an open transparent vote. All SFC policies and by laws must be observed by this committee. The annual plan will be submitted by this committee for approval by the SFC Board before the beginning of each fiscal year. Once approved this committee will work to achieve the outcomes of the plan and submit any scope change it deems necessary to the SFC executive before changing the plan. This committee will also liaise with the provincial coach coordinators several times a year to update them on developments in the coaching program and to determine how the programs are progressing in each province.

1.5 Membership and Roles

The committee will be made up of up to 11 appointees (confirmed by the SFC Board annually) with a goal of representing all three disciplines and representing a large geographical area of the country. The committee will be chaired by the National Coach Coordinator and be supported by the VP Domestic.

Committee members will bring their experiential knowledge and discipline knowledge to the table while making recommendations and decision for the betterment of all target shooting in Canada regardless of discipline.

Recommendations will be made by majority with a desire to work towards a consensus.

1.6 Financial requirements

An annual program plan and budget will be submitted by this committee to the VP Domestic. The approved expenditures for the program will be overseen by the VP Domestic. All financial changes from the approved annual plan and all policy related outputs from this committee must be approved by the SFC Board or the Executive acting on behalf of the Board

1.7 Reporting requirements

The SFC Domestic Affairs VP will report back to the Executive on the progress of this committee