



Excellence, Integrity, Innovation, Collaboration

**Alberta Masters Swimming Committee
Swim Alberta
Terms of Reference**

Goal:

To support the development and promotion of masters swimming in Alberta.

Purpose:

The Alberta Masters Swimming Committee is an operational and technical committee of Swim Alberta that represents the needs of masters swimmers. The committee acts in an advisory capacity to the organization on items of importance to masters swimming.

Core Values for Guiding the Committee:

The Alberta Masters Swimming Committee is guided by the Swim Alberta values of excellence, integrity, innovation, and collaboration. It is recognized that the culture set at the committee level sets the culture for masters swimming throughout Alberta and the North West Territories

Composition:

The Alberta Masters Swimming Committee is a committee of registered masters swimmers in Alberta.

- 3 – 5 Members as appointed by Swim Alberta who are masters swimmers as defined in the Swim Alberta Bylaws. These individuals must be registered with a club (including the unattached provincial club) in Alberta as well as Swim Alberta, Swimming Canada and Masters Swimming Canada.
- Swim Alberta Executive Director and/or their designate

A chair of the committee will be designated from the appointed membership of the committee on a yearly basis.

The committee term will run from September 1 – August 31st.

Appointment Process:

Swim Alberta by way of a nomination/appointment committee will appoint members to the Alberta Masters Swimming Committee and will ensure that the Alberta Masters Swimming Committee members will have the skills that can assist in guiding the work of the committee. In addition, the nominations committee will ensure that there is representation from urban/rural; small/large; and competitive/recreational masters swimmers. In early spring of each year, Swim Alberta will communicate to the masters swimming membership of the opportunity to serve on the Alberta Masters Swimming Committee. All individuals who express an interest to serve on the committee or whom are nominated by the masters swimming membership will be provided with an equal opportunity for consideration. To be eligible to be appointed to the committee, the individual must be a registered masters swimmer with Swim Alberta, Swimming Canada and Masters Swimming Canada

A nominations/appointment committee comprised of: Swim Alberta Executive Director (or their designate), Member of the Board of Swim Alberta (as determined by the president), and the Chair of

Providing innovative and world-class athlete development and high performance competitive swimming programs.

www.swimalberta.ca

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the Masters Swimming Committee (or their designate) will vet all interested individuals and make the appointments to the committee.

Key Duties:

- Promote, develop and grow the participation of masters swimming in Alberta;
- Provide input into the development of the masters provincial meet package and recommend to the Competitions Review Committee the host club for the provincial meets; and
- Advise Swim Alberta on technical matters as it relates to masters swimming.
- Provide input in to programming activities for masters swimmers based on identified need by the masters membership.
- Support the development of the competitive schedule for masters.

Authority:

The Alberta Masters Swimming Committee has the authority to establish working committees and standing committees to complete its work.

The Alberta Masters Committee has the authority to establish operating guidelines, procedures and practices as it relates to its mandate and based on approved policies of Swim Alberta.

The Alberta Masters Committee has the authority to recommend the appointment of ex-officio members to the committee as required.

The Alberta Masters Committee will provide recommendations on policy to the Swim Alberta Board through administration.

Responsible To:

The Alberta Masters Swimming Committee is responsible for representing registered masters swimmer in Alberta and is accountable to the administration of Swim Alberta through the Executive Director or their designate.

Meetings:

The Alberta Masters Swimming Committee will meet twice per year and as needed in order to meet its mandate as a committee.

Review and Approval:

The terms of reference for the Alberta Masters Swimming Committee will be reviewed every two years and recommendations made to the Executive Director through the committee.