



Referee Committee **Terms of Reference**

Board Approved - January 19, 2018

Name:	Referee Committee
Mandate:	Oversee all aspects of Referee management of human and financial resources to ensure that the National Referee Program supplies a pool of highly qualified referees to meet the needs of Taekwondo Canada at it's events.
Objective and Goals:	<ol style="list-style-type: none"> 1. Implement and manage the National Program and Operations Guideline (RPOG). 2. Develop, revise, review and recommend changes to the National Referee Program and Operations Guideline (RPOG) on an annual basis. 3. Annual Written report for inclusion at a July Board Meeting and the Annual General Meeting
Composition:	<ol style="list-style-type: none"> 1. Referee Chair: 2. Referee Vice Chair: (Secretary duties plus 2nd in command) 3. Regional Chairs (4): West, Ontario, Quebec and East <ol style="list-style-type: none"> a. At least one Regional Chair must be a Kyorugi and one must be a Poomsae specialist 4. Appointment governed by the Referee Committee Selection Policy
Key Duties and Scope:	<ol style="list-style-type: none"> 1. Manage, review and recommend revisions to all aspects of National Referee Program including education, development, recruitment and assignment as it relates to national events and operation. 2. Work with Provincial Referee committees to develop an aligned National Referee Program. 3. Review and recommend changes of (RPOG) to the Board in consultation with the Executive Director. 4. Work with Executive Director and Events staff to give advice on the level of financial support required to deliver qualified referees for national events and manage operation of the National Referee Program.
Authority:	<ol style="list-style-type: none"> 1. The Referee Committee shall decide independently from Taekwondo Canada staff the make-up of the assignment list for referees at national events overseen by Taekwondo Canada. 2. Taekwondo Canada staff will vet the assignment list for membership compliance. 3. The Referee Committee will recommend any changes to the National Referee Program or Operations Guideline to the board for approval.

Meetings:	<ol style="list-style-type: none"> 1. The committee meetings can be called by the Referee Chair or three (3) Committee members with 7 days notice. 2. The committee can meet via telephone , electronic conference, email consensus or in person. 3. A majority of the voting members shall constitute the Committees' quorum
Reporting:	<ol style="list-style-type: none"> 1. Annual Written report for inclusion at a July Board Meeting and the Annual General Meeting 2. Consult and co-ordinate operations with the Executive Director and Event staff.
Resources and Budget:	Work with Executive Director and Event staff on advising and establishing an annual financial budget to achieve the National Referee Program and ensure success of Operations.
Deliverables:	<ol style="list-style-type: none"> 1. Approved Referee Committee by May 2018 2. Outline of National Referee Program by 2018 AGM (Sept) 3. Operations Guideline (RPOG) details by December 2018
Governance:	<ol style="list-style-type: none"> 1. Face to Face or electronic conference meetings require a majority vote 2. E-Votes require a 2/3 Majority vote 3. Tie votes are broken by the Referee Chair Vote
Review:	Annual Review to be submitted to board in January.
Approval:	Date of the last TOR approval from the board.
Related Policies / by-laws:	<ol style="list-style-type: none"> 1. Referee Committee Terms of Reference (date approved Jan 19, 2018) 2. Referee Committee Appointment Policy (date approved Jan 19, 2018) 3. National Referee Program and Operations Policy (to be developed by Ref Committee) date approved???)