



EODSA Administrator Development Sub-Committee

Draft - Terms of Reference

Objectives & Scope

The objective of the EODSA Administrator Development is to advise and support the improvement of Administrators and administrative practices across all levels of the Eastern Ontario soccer community.

The EODSA Administrator Development Sub-Committee will have authority to make recommendations for practice improvements, provide information sharing, exchange and organize training opportunities.

Responsibilities

The EODSA Administrator Development Sub-Committee will explore ways in which the administration of soccer across Eastern Ontario may be improved. Outlining and implementing training, manual updates, new working guides and the sharing of experiences will be potential methods of meeting their objective.

Authority & Reporting

The EODSA Administrator Development Sub-Committee shall be a working sub-committee of the EODSA Development Committee. The sub-committee Chair shall be a member of the EODSA Development Committee.

The recommendations and reports from the EODSA Administrator Development Sub-Committee will be tabled at the appropriate meetings of the EODSA Development Committee and be brought to the EODSA Board by the EODSA Director, Development. The Sub-Committee will report at the Annual General Meeting of the EODSA each year in "Other Reports".

This committee is subject to the terms, restrictions and guidance of the EODSA Constitution, EODSA Regulations & Bylaws and Robert's Rules of Order for its governance and good conduct. Members of the sub-committee will be expected to exhibit ethical considerations during their work holding to EODSA policies on Conflicts of Interest and privacy.

The composition and recommendations of the EODSA Administrator Development Sub-Committee shall be presented and approved by the EODSA Board at appropriate times throughout the year. The EODSA Board reserves the right to alter the Sub-Committee's membership as it sees fit.

Committee Composition

The EODSA Administrator Development Sub-Committee chair should be a member of the EODSA Development Committee. At minimum they shall be a standing observer to the EODSA Development Committee. The committee shall be up to five sub-committee members plus the Chair. The Director, Development of the EODSA is an ex-officio member of this sub-committee.

Other members of the sub-committee will comprise a broad and diversified spectrum of EODSA members. Diversity shall be a consideration in the composition of the sub-committee to balance representation across men, women, east, central, west, league, club, summer, winter, futsal and soccer. It is recommended that a balance of Administrators and non-Administrators be achieved on the committee.

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