

## Proposed

### Snowsport England Coaching Technical Panel

#### Terms of Reference

Name of Committee	Snowsport England Coaching Technical Panel - (CTP)
Membership	Board of a maximum of 11 Chair Vice Chair Secretary Finance Independent 6 other "experts" to be nominated by the CEO of SSE
Key points	All members must follow : SSE Health and Safety guidelines SSE Children and Young People Safe Guarding Policy SSE Equality Policy Abide by Code of conduct Follow SSE Standing Orders
Communication	The chair or an appointed representative to attend the annual Key Committee chair meeting The chair or an appointed representative to attend one board meeting annually and give a short presentation on achievements, challenges and needs.
Co-Option rights	As and when required
Quorum	4
Sub-Committees/Panels	As and when required
Meetings/conference calls	A minimum of 3 times per year all minutes to be sent to SSE board within 14 days of the meeting and approved by committee 21 days

Purpose of the Committee	<p>The overarching purpose of the Coaching Technical Panel (CTP) is to be the guardian of coaching and the Coaching Award Scheme; supporting the development of current and new instructors, coaches and leaders to promote, celebrate and develop snowsports.</p> <p>The Coaching Technical Panel (CTP) will deal with the following:</p> <ul style="list-style-type: none"> <li>• Developing an annual strategy plan</li> <li>• Tutor coordination</li> <li>• Oversight of the tutor appointment process</li> <li>• Continuing Professional Development</li> <li>• Development of courses</li> <li>• Oversight of quality control and Internal Verification of course delivery</li> <li>• SSE's relationship with the IVSI</li> <li>• SSE's relationship, in matters of Coaching, with other agencies, organisations and members of the UKSS Coaching Awards Scheme.</li> <li>• Oversight of the Coaching Scheme Conference</li> <li>• Support the office in ways to market courses.</li> <li>• To ensure that the SSE brand is kept at the forefront of every event/course</li> <li>• To liaise with other key committees/ regions/clubs where necessary</li> </ul> <p>Additionally:</p> <ul style="list-style-type: none"> <li>• To assist with implement the policies of the Main Board of Snowsport England.</li> <li>• To report in a timely fashion, as required by the Board, on progress against agreed committee objectives.</li> <li>• To communicate effectively with the Board, on all matters relating to the objectives of the committee and its constituents.</li> </ul>
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	<p>The Coaching Technical Panel (CTP) exists to provide expert support, advice and counsel to the chief executive and staff on specific questions, tasks and projects related to the management and development of Snowsport England's coaching award scheme across all of SSE's activities and disciplines.</p> <p>It is mindful of SSE's policies and philosophy and of the landscape of coaching, instructing and leading awards within the worldwide snowsports community.</p> <p>The Coaching Technical Panel (CTP) will report directly to the board</p> <p>Intellectual property: Output produced by the CTP will become the intellectual property of Snowsport England ** and shall not be reproduced without the prior written permission of the Chief Executive.</p> <p>* * With the exception of any specific contributions made by authors / contributors with whom the original ownership of the intellectual property of any such contributions remains.</p>
Limits of Authority	<p>The Coaching Technical Panel (CTP) exists to assist and advise the chief executive and the management of SSE. It has no financial or budgetary authority.</p>
Date of Terms of Reference and review period	<p>January 2015 To be reviewed annually</p>