

Terms of Reference Coaching Committee

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1. AIMS AND OBJECTIVES

- 1.1 To produce annual and multi annual programme to support all member nations, in particular the emerging nations of our hockey family
- 1.2 To oversee and manage the implementation of coach Education plans in line with the Finance Committee guidelines and budget the EHF Development & Education Manager manages
- 1.3 To monitor programme and measure bi-annually the success of the programmes
- 1.4 To raise the professionalism and structure of all areas of development

2. AUTHORITY AND STRUCTURE

- 2.1 The Committee derives its authority from the EHF Executive Board and adheres to the Committee Terms of Reference set out below
- 2.2 These Terms of Reference may be reviewed by the Executive Board at any time and when appropriate, revised to accord with the changing requirements of the EHF
- 2.3 The Coaches Committee shall be composed of a Committee Chair (from the Executive Board), and up to 6 ordinary members appointed by and responsible to the Executive Board
- 2.4 The Committee shall have at least 30% of its members of the lesser represented gender.
- 2.5 A member of EHF Staff (EHF Staff Liaison) shall be appointed by the EHF Director General to sit on the committee and shall support the committees as follows:
- 2.6 Prepare the meeting with regards to accommodation, lunch and meetings rooms and inform the committee members
- 2.7 Prepare all papers and after consultation with the Chair, send them to the committee members, President, Vice President (responsible) and Director General
- 2.8 Ensure a short report and photo is prepared for the website/social media
- 2.9 Draft the minutes together with any appointed minute taker
- 2.10 Have regular contact with the Chair (Executive Board member) where appropriate
- 2.11 The Committee shall report through its Chair to the President and the Director General acting on behalf of the Executive Board



3. MEMBERSHIP

- 3.1 The committee is appointed after the EHF General Assembly (August) for a period of two years starting in the January following the General Assembly for 24 months, the Executive Board has power in their absolute discretion, to add or remove members of the committee at any time
- 3.2 Members of the Committee may not hold office for more than eight (8) consecutive years
- 3.3 The members shall have the endorsement of their respective national associations
- 3.4 The members shall work on specific projects providing input to the Committee

4. ROLES AND RESPONSIBILITIES

Executive Board

- 4.1 It is the responsibility of the Executive Board to approve the annual development programme and the associated budget submitted in the last quarter of each year by the committee
- 4.2 Executive Board authority is needed before significant changes are made to the agreed annual development activities.

General

- 4.3 Only the Committee Chair, and the EHF Education and Development Manager are permitted to correspond on behalf of the EHF with member National Associations or with outside bodies (with copies of letters being sent to EHF office)

Coaching

- 4.4 To offer an Education Programme, which improves the quality and quantity of Coaches
- 4.5 To deliver education programme that suits the needs of coaches at all levels
- 4.6 To support the growth of Coach Education Pathways across member nations
- 4.7 To maintain a database of all EHF course educators
- 4.8 To liaise with FIH Academy
- 4.9 To ensure Coaches section of EHF website is kept up-to-date

5. MEETINGS OF THE COMMITTEE

- 5.1 The Committee meets up to twice a year

6. EXPENSES

- 6.1 Air travel or train/bus travel – paid by the National Association represented by the committee member
- 6.2 Visa expenses (if required) – paid by the National Association represented by the committee member
- 6.3 Accommodation – paid by the National Association represented by the committee member
- 6.4 Lunch on the day of the meeting and one committee dinner will be paid for by the EHF
- 6.5 All extra costs will be at the expense of the member