

Terms of Reference: SLNC Programs Committee

Inspiring community through Nordic sport/activity

Building lifelong passion for cross-country skiing and biathlon through extraordinary programs for children, youth and adults.

Description: The SLNC Program Committee (PC) is a standing committee of the SLNC and reports to the SLNC Board of Directors. The Committee includes the GM, Head Coach, programs paid staff, and a Board representative.

Meeting Frequency: 3 times per year (August, January, April)

Areas of Responsibility: As per job descriptions of program staff.

Activities:

- Review and assess SLNC programs
 - Content and delivery
 - Communications, Marketing, & Media
 - Finances and Fundraising
 - Special Events, including Races, Loppets, & Promotions
- Inform the board of changes relating to programs with the intent to best meet the needs of the SLNC clientele.
- Review the plan for program offerings for each of the spring/summer, fall, and winter season

Annual Review of:

- Job descriptions and make recommendations to HR if appropriate
- TOR
- Staff tasks calendar & populate