

Programs Committee Terms of Reference 2023-2025
Sovereign Lake Nordic Club

Vision: World-class year-round mountain destination for recreational and sport experiences.

Mission: We deliver a world-class Nordic destination offering year-round mountain activities in an environmentally responsible manner.

Goals: Offers a variety of programs that are accessible, inclusive, and affordable.

Reporting and Terms: The Programs Committee is an Operational Committee that reports to the Board of Sovereign Lake Nordic Club. The GM reports to the board as required.

Background: The programs that Sovereign offers are from age 2 to adult, both for recreational and competitive streams, and biathlon from the age of 9 to adults. The programs are guided by the Long Term Athlete Development Model followed by Nordiq Canada and CCBC and Biathlon Canada. The programs are delivered by both professional and volunteer trained coaches, supported by a Programs Coordinator and the GM. The purpose of Sovereign programs is to (1) inspire and connect community through Nordic sport/activity; (2) Building lifelong passion for cross-country skiing and biathlon; and (3) support athletes in their athletic pursuits at regional, provincial, national, and international levels.

Programs Committee Purpose:

The programs committee purpose is to offer a broad perspective (from programs staff, parents, athletes, and members) to facilitate feedback from program participants, and to support coaches and the GM with the implementation of successful programs that are relevant to the community. The programs committee will make recommendations to the GM for the benefit of the program's support through collaboration, evidence-based decision-making, and data collection.

Core responsibilities

1. Act as a think tank to provide feedback from our unique community perspective back to the committee during the monthly program's meetings.
2. Act as a pathway for parents and members to pass on information both ways, from the membership to programs and vice versa. Other paths of feedback are via coaches but sometimes parents and athletes feel more comfortable having their own voice.
3. Lead and collaborate with others to support initiatives such as:
 - a. Build a "Program Guide" so that the program has continuity, there is one document that everyone can refer to (to avoid confusion), and to build from there.
 - b. Support a welcoming and positive experience by setting up a welcome table during the first day of bunnies and helping at specific special events and local races (for example: helping coaches at Candy Cane Classic, organizing food table at a local race, face painting, drawing coach groups on white board, taking photos).
 - c. Fundraising initiatives
 - d. Create content for marketing and media communications.
4. Promote other club events, volunteer opportunities, including club races, loppets.
5. Annual review and update of committee terms of reference/work plan and support the Programs

coordinator in the development of programs calendar.

6. Work with the Programs Coordinator on the annual feedback/survey from program participants.

Committee Membership:

General Manager, Board Representative, Biathlon Head Coach, XC Head Coach, Development Head Coach, Masters Rep, SD 22 Representative, Race Team Athlete Representative, Race Parent Representative, Biathlon and cross country, SDP (includes Winterfit) Parent Representative and SDP volunteer coach.