



## POLICIES AND PROCEDURES

# DIVISIONAL PLAY COMMITTEE

Terms of Reference  
Standing Committee

DRAFT – January 2014

### Committee Purpose

The Divisional Play Committee works on behalf of the Club to effectively oversee Divisional Play from Minis to U18 age groups.

### Committee Membership

- The Divisional Play Committee consists of:
  - the Director, Divisional Play, who chairs the committee
  - all Divisional Coordinators

### Terms of Committee Membership

- The Director Divisional Play serves on the Divisional Play Committee during his/her term as Director Divisional Play.
- Divisional Coordinators serve on the Divisional Play Committee during their time as Divisional Coordinators

### Scope of Responsibility

The Divisional Play Committee is responsible for:

- establishing and regularly reviewing the player selection and team formation processes to ensure age group teams that optimize player enjoyment and retention
- working with the Technical Director and Director Development to ensure that player identification and selection processes used for silver, gold and MLS teams are inclusive and well communicated
- working with Age Group Coordinators and / or team managers to ensure that communication between the Club and teams is strong and consistent
- receiving issues or recommendations from teams or Age Group Coordinators and ensure that the appropriate Club committee, Director or staff member deals with the issues or concern
- establishing, implementing and tracking a de-briefing process for families or players who do not return to the Club, and passing on information as warranted to the appropriate committee or Director
- working with the Facilities and Equipment Committee to determine the Club uniform needs for the next year
- working with the Facilities and Equipment Committee to ensure that all game and practice sites are safe and meet Club Risk Management standards.

### Accountability

The Divisional Play Committee:

- shall meet at least four per year and more frequently if required
- shall provide a written report to the next Board of Directors meeting following any Divisional Play Committee meeting
- shall advise the membership of activities through a report to the Annual General Meeting