

OCF Competition Committee Terms of Reference (Updated June 2022)



Name of Committee: OCF Competition Committee.

Type of Committee: Standing committee.

Mandate of the Committee:

1. Structure, plan, and schedule all events for the current OCF competition season, including managing the bid to host process, venue selection, and the procurement and allocation of resources and equipment, such as bibs, medals, volunteers etc.
2. Develop plans/policies to host safe events.
3. Develop a financial model for athlete fees, host venue payments, official's honorariums, and other competition related expenses and revenues.
4. Develop a long-term competition plan that is scalable and reflects the needs of OCF athletes of all ages and development stages, including high performance, competitive, recreational and adult.
5. Act as an advisory body to the OCF Board on any competition management related issues.

Membership of the Committee:

1. Three to seven members.
2. The Committee Chair (the Chair) will be selected by the Board.
3. The Chair (or the OCF) should post an expression of interest on OCF social media prior to the formation of the committee inviting interested members of the OCF as well as the general climbing community to join the committee.
4. The Chair may recruit persons with relevant skills to apply to join the committee.
5. The Chair will select the other Committee members based on the various skills required for the Committee to fulfill its mandate. OCF membership is a requirement, and the Board can grant membership at its discretion while the member is serving on the Committee.
6. All Committee members serve at the pleasure of the OCF Board, generally until one month after the end of the current competitive season.
7. Committee members may serve consecutive terms without limit.
8. Committee members shall serve without remuneration

Accountability:

1. The Committee should provide monthly reports to the Board concerning its activities.
2. The Committee must obtain Board approval for its recommended plan for the season, which includes event formats, a tentative schedule and a detailed financial model.
3. The Committee may manage and approve all aspects of the Bid to Host process, including the final schedule as well as approving event hosts, as long as those decisions do not vary greatly from the season plan approved by the Board.
4. The Committee, either collectively, or individually, shall act as the primary point of contact with all Event Organizers until such time as OCF Officials are selected for each event.
5. The Committee Chair shall ensure that the Committee maintains confidentiality as required, and operates in accordance with commonly accepted prudent governance practices.

Working Model:

1. The Committee shall meet as frequently as required, which may be weekly, bi-weekly, or monthly, depending on stuff.
2. The Committee shall meet formally either in person or by some virtual means, and may also conduct work via email.
3. The Chair shall ensure that an accurate record is maintained of the work conducted by the Committee.
4. The Chair shall schedule all meetings and ensure that every Committee member is aware of all upcoming meetings.
5. The Chair shall ensure that the Committee operates using the 'consensus model'.