

EDUCATION AND TRAINING COMMITTEE

TERMS OF REFERENCE

The Education and Training (E&T) Committee is established as a Standing Committee under section 7.3 of the World Lacrosse (WL) Bylaws.

The Committee reports to the WL Board of Directors and the General Assembly (GA) via the Technical Director, who is an ex officio member of the Committee.

PURPOSE

The Committee is responsible for the Education and Training activities of WL in support of its Members and Continental Federations (CFs).

1. COMPOSITION AND MEMBERSHIP

- 1.1. The E&T Committee consists of six people plus the Chair. All positions will be advertised to WL Members.
- 1.2. The Director of Sport Development will be the lead staff member for this Committee and may attend meetings without voting privileges.

2. SKILLS, QUALITIES AND COMPETENCIES

- 2.1. A detailed position description outlining the profile and competencies of the Chair of the Committee is used in the nominations and selection process.
- 2.2. Members of the Committee will need to have the skills, qualities and competencies outlined in Appendix 1. In forming the Committee, the Chair will seek to balance a range of skills, qualities and competencies, as well as gender and geographic diversity. Appendix 1 will be reviewed annually by the Committee Chair and may change.

3. RESPONSIBILITIES

- 3.1. The Committee is responsible for advising the Technical Director, the Board and the GA and working with them to support the development and implementation of agreed priorities in the WL Strategic Plan, particularly in relation to the control and review of the officiating programs which are sanctioned and/or delivered by WL.
- 3.2. In relation to international lacrosse, the E&T Committee shall:
 - 3.2.1. Work with the Director of Sport Development and other Committees and Directors to commission, manage and write relevant products to support the

development of WL qualification and training programs for participants and the volunteer workforce that supports the delivery of the products and programs across the sport

- 3.2.2. Review and evaluate current education and training practices/materials across member nations to compare and contrast with current teaching methodologies to identify areas of best practices that could be adopted or areas for improvement
- 3.2.3. Develop new and improved systems and methods to deliver E&T products, utilizing current and innovative teaching methods suitable for face to face, online and blended learning environments
- 3.2.4. Support the development and implementation of registration and licensing schemes that regions and member nations can utilize allowing WL to monitor those that undertake qualifications
- 3.2.5. Lead the development and implementation of delivery and data systems for E&T courses, workshops and evaluation platforms to ensure they are fit for purpose and meet the needs of WL and where feasible regions and member nations
- 3.2.6. Work with WL marketing and communications to establish a consistently branded portfolio of course and workshop material to be used internationally
- 3.2.7. Plan and, where appropriate, deliver the annual cycle of training activity and events for the recognized disciplines and WL events
- 3.2.8. Collaborate with the Athletes Commission ensuring that E&T is contributing to a wider positive participant experience
- 3.2.9. Where required, support the development and delivery of education and training at technical meetings prior to all competitions and events
- 3.2.10. Working with each Technical Subcommittee, the Chair shall oversee the transfer of knowledge framework between events and report back to the E&T Committee in a report with suggested improvements in the spirit of program harmonization
- 3.2.11. Manage and ensure the accuracy and timeliness of the E&T content on the WL website
- 3.2.12. Work in conjunction with other WL Committees, Working Groups and Continental Federation Committees in the broader context of World Lacrosse's strategic development objectives

Note: Initially, the focus of the Committee will be on the design, development and delivery of officiating related materials over other areas of work.

4. OPERATING AND REPORTING PROCEDURE

- 4.1. The Committee will follow the WL General Procedures applicable to all Committees. (see Appendix 2)

5. MEETINGS

- 5.1. Minutes of all meetings will be circulated to the Committee, the Technical Director, the WL President, who is an ex officio member of all Committees, and the WL Executive Administrative Assistant. Any confidential notes intended only for the Committee should therefore be marked as such and kept separately. The Chair will report to the Board and the GA on outcomes of its meetings via the Technical Director.
- 5.2. Records (minutes or summary reports) of Committee meetings will be posted on the WL website. Confidential matters will be kept as a separate record.
- 5.3. A quorum of a minimum of 50% of the Committee shall be required for all meetings. In the absence of the Chair, he/she will appoint a deputy, or the members present will appoint a Chair for that meeting, who will liaise with the Committee Chair.

6. DELEGATED AUTHORITY

- 6.1. The Committee has no delegated authority for decisions or expenditure other than where specifically authorized by the Board.

APPENDIX 1. SKILLS, QUALITIES AND COMPETENCIES FOR MEMBERS OF THE EDUCATION AND TRAINING COMMITTEE

The membership of the Education and Training Committee will seek to gain a balance of the following amongst its members:

- Possess a professional education background, ideally in the design and development of adult education programs
- Utilize current and innovative teaching methods suitable for delivered, online and blended learning environments
- Strong interpersonal, political and influencing skills with a can-do attitude
- A background in Officials' Education and Clinic Management preferable
- Excellent written and verbal communications skills that can translate concepts to education and training materials
- Excellent IT skills, particularly MS Word creating complex documents with tables, indexes, styles
- Project Management experience
- Knowledge and understanding of the Rules of the Game across the disciplines
- Willingness to explore new options for delivery of education and training across the game
- Experience in a similar role in lacrosse or another sport

Members of the Education and Training Committee should aim to uphold the values of World Lacrosse and to encourage these to be upheld across the community.

- Teamwork
- Passion
- Respect
- Integrity
- Friendship
- Inclusiveness



APPENDIX 2. GENERIC PROCEDURES FOR ALL WORLD LACROSSE COMMITTEES, COMMISSIONS AND WORKING GROUPS