



## **ATHLETES COMMISSION**

### **TERMS OF REFERENCE**

The following Terms of Reference shall be reviewed and determined from time to time by the Athletics Ireland Board in consultation with the Athletes Commission.

#### **ROLE**

To provide Athletics Ireland current international athletes and recently retired international athletes with a formal mechanism for their views to be heard by the Board of Athletics Ireland on important matters.

To ensure that athlete welfare and well-being matters are appropriately considered by the Board of Athletics Ireland.

#### **COMPOSITION/APPOINTMENT**

The Athletes Commission will comprise a maximum of seven (7) members, five (5) elected and two (2) appointed by the Board of AAI, ensuring an appropriate skills mix and balance in relation to gender, age, athletic events including recently retired athletes.

Plus, any athlete who may be a member of the European or World Athletics Athlete Commissions.

The initial term of the commission will be until the 31<sup>st</sup> December 2022, initially members will be appointed by the Board, on the recommendation of the HPD.

When appropriate, election processes will be established to achieve a diverse commission.

After the 31<sup>st</sup> December 2022, the commission members will be elected by the current Senior International Athlete group.

Each representative may serve a two (2) year term of office, and a further 2 years if eligible.

One member of the commission will initially be appointed as Chair of the Commission by the Board of AAI and subsequently the Chair will be elected by the Athlete Commission elected representatives.

Only one athlete can be elected covering a particular Event Group, i.e., Jumps, Throws, Walks, Track, Cross Country & Road.

Quorum for any meet is five (5) members.

## **ELIGIBILITY**

Be a minimum of 20 years of age at the time of international representation and at the time of appointment.

Have represented Athletics Ireland at European or World international competition in the previous four (4) years and be a current member of AI.

Current athletes and recently retired international athletes who are in good standing with the Association.

Be available to attend (either in person or by electronic means) a minimum of two meetings per year.

As a condition of membership, all Athlete Commission members must adhere to the Athletics Ireland Code of Conduct.

Athletes would be considered ineligible if they have been sanctioned for a doping offence in their sporting career or committed a serious breach of the Rules and Regulations of Athletics Ireland, World Athletics, or European Athletics.

## **PRIMARY RESPONSIBILITIES**

- To act as a voice for international athletes.
- To ensure strong channels of communication are in place to ensure athlete specific issues are highlighted at the appropriate level of the organisation.
- To support the work of the Athletics Ireland Board and organisation.
- To ensure strong international athlete advocacy.
- To provide an avenue for international athlete grievances to be considered.
- To act as advocates for Athletics Ireland.

## **PROCEDURES**

- The Commission shall meet at least twice per year.
- Athletics Ireland will provide secretarial support to the meeting.
- At all times act in a manner that promotes in an open, transparent, and equal manner for the sport of athletics and the interest of the athletes.
- The Commission Chair will ensure that minutes of all meetings of the AC are recorded and kept. These minutes and any other communications between the Athlete Commission and any

athletes shall be kept confidential to the Athlete Commission, the Athletics Ireland Board and the Athletics Ireland CEO and High-Performance Director.

- The Commission shall formally report after each meet within one week to the CEO and HPD and make whatever recommendations it deems appropriate to the Board.
- All Athlete Commission minutes will be shared with the Board of AAI.
- Commission members are entitled to receive the approved AAI mileage rate for all business-related travel during their time in office.
- Accommodation expenses must be approved in advance through the Athletics Ireland HPD.
- The Board's Annual Report will include a section outlining the role and activities undertaken by the Athlete Commission to fulfil its actions during the year.
- The Athlete Commission does not have the power or authority to make a decision on behalf of or in the name of Athletics Ireland.