



Competition Committee 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 Competition Committee.

ROLE

The role of the Competition Committee is to deliver National Championships and related competitions for AAI members, affiliated clubs and support the regions with their competition needs and contribute to the delivery of the Athletics Ireland strategic plan.

COMPOSITION/APPOINTMENT

The Competition Committee shall consist of a Chair elected at Congress who shall also be a member of the Board of Athletics Ireland. Five further members of the committee shall also be elected at Congress. Furthermore, one member shall be nominated by the Chair to the Board for ratification to be appointed to the Committee with four provincial representatives also appointed to the committee.

The President shall be an ex officio member of this principle committee.

The CEO and Director of Competition both have a standing invitation to attend all meetings unless otherwise advised by the Chair.

PRIMARY RESPONSIBILITIES

- Oversee the delivery of National Championships for Athletics Ireland clubs & members.
- Advise the Board on appropriate competition structures.
- Support Athletics Ireland committees with input and consultation as required.
- Oversee the development and refinement of principles, concepts and strategies that will strengthen the Athletics Ireland competitions.
- Revise and update competition materials as required.
- Oversee the development of competition related input during Athletics Ireland strategic planning process.
- As required, recruit and organize volunteers to assist in the development and implementation of National Championships and related competitions as required.
- Work with the Director of Competitions as appropriate.
- Assist in the development of annual operational plans and budgets for competitions.
- Coordinate and maintain the Athletics Fixture Calendar.
- Agree Business Plans and Budgets and be accountable for their delivery.

PROCEDURES

The Committee shall meet at least four times per year. The Committee shall report regularly to the Board and make whatever recommendations it deems appropriate to the Board. Committee 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 office.

The Board's Annual Report will include a section outlining the role and activities taken by the Committee to fulfil its actions during the year.