

Terms of Reference

Name: Sports Medicine Committee

Mandate: The role of the Sports Medicine Committee is to support and optimize competitive sport performance through the delivery of high quality and evidence-based sport medicine and science services to our athletes, coaches, and members as it pertains to fencing in Canada.

Key Duties: The committee will perform the following duties:

- Work directly with the HP committee to provide sports medicine services to national teams
- Manage, organize, and recruit therapists to cover national and international events hosted by the CFF
- Work directly with the ED to help serve, oversee, and implement tasks communicated by Sports Canada as it pertains to fencing for the benefit of the sport, and to uphold high quality funding profile
- Work directly with the parafencing committee to support their national/Olympic athletes
- Implement a national registry for injuries, concussion, and other pertinent protocols
- Implement latest Medicine + Sports Sciences knowledge to Fencing Canada
- Ensure consistency, uniformity and effectiveness in delivering professional services at all CFF events

Authority:

- The Committee will make recommendations based on latest sports sciences evidence, and professional opinion of committee-membership, but with approval from the Executive Director.
- The committee can form sub-committees whenever necessary to facilitate the committee's work.
- The committee's plans (annual, etc.) and the annual budget must be approved by the Executive Director.

Composition:

- Chair (1)
- General members (4-5)
 - Health Care Providers preferred (MD, MSc, PhD, DC, PT, AT)
 - Not all need to provide coverage for national/international events, just some
 - Therapist members – that would help also cover national events
- CFF ED ex-officio member (1)

Appointment: With the exception of staff, the Board of Directors shall appoint the chairperson and the chairperson shall nominate all other committee members to be approved by the Executive Director. Members of the Committee will serve terms of one year.

- Nominations from the community should be solicited. A call out for membership via website may be also be sought out.
- When approving the committee membership, the Executive Director will consider the ability and experience of the candidate as well as the diverse nature of the CFF's membership, including language, gender and geographic location as weighting for approval.

Meetings: The Committee will meet by virtual video meeting, or in person, as required. Meetings will be at the call of the chair or at the call of the Executive Director. One of the general members will be responsible for recording pertinent meeting notes.

Resources: The Committee will receive the necessary resources from CFF to fulfill its mandate. The Executive Director has final authority on all staffing.

Reporting: The Committee will report through the Executive Director to the Board of Directors. The Committee will report to the membership, in writing, at the Annual General Meeting. The Chair of the Committee will attend the Annual General Meeting and will also participate in all CFF strategic planning meetings.

Approval: These Terms of Reference were approved by the CFF Board of Directors on October 25, 2020.

Review: The Board of Directors will review these terms of reference periodically and will make changes, if warranted.