



**CANADA SNOWBOARD ATHLETE REPRESENTATIVE  
JOB DESCRIPTION**  
July 2024

[Canada Snowboard Athlete Council Application](#)

The Athlete Representative (AR) is an elected representative of the National and NextGen Team snowboarders and the foundational mechanism for direct athlete feedback to the organization.

## **PURPOSE**

The purpose of the AR is to represent and promote the views and interests of the various National and NextGen Team snowboarders of Canada Snowboard to Canada Snowboard's Board of Directors and management on all issues which directly or indirectly affect athletes at the high-performance level.

The AR will represent the voice of Canada Snowboard's high-performance athletes within their scope of authority (ie. full spectrum of disciplines, discipline specific, gender specific, team specific, etc.) and will assist the organization in its fulfillment of its mission and the pursuit of an athlete-centered sport environment.

Representatives shall not take stands on issues or represent themselves as the AR in areas of personal interest having no connection with official AR responsibilities. An AR shall ensure that the views, comments and opinions of their teammates are communicated as appropriate.

## **KEY DUTIES**

The AR's will ensure to the greatest extent possible that Canada Snowboard's policies and programs meet the needs of athletes;

Provide athlete representation to the Board of Canada Snowboard where applicable;

Provide input prior to approval on key documents/policies/topics directly affecting athletes including but not limited to:

- Athlete Agreements
- Team Selection
- AAP Nomination Criteria
- High Performance training and competition plans
- Own the Podium
- Coaching

Solicit and present athletes' views and positions to any relevant decision-making body on issues identified by the athletes as affecting athlete performance;

Represent Canada Snowboard and athlete interests at meetings and events;

Provide athlete representation to the Annual General Meeting (AGM) and any Special General Meeting of Canada Snowboard with the support of Canada Snowboard;



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Provide a forum in which athletes may share and develop information or ideas as they relate to national, development and NextGen team athletes with the support of the Canada Snowboard;

Build leadership succession and skills within the athlete community as a whole and within Canada Snowboard with the support of Canada Snowboard;

To name representatives as requested by Canada Snowboard and other bodies for activities where athlete representation is an integral element. I.e. Board committees;

To attend the AthletesCAN Forum annually or identify an appropriate proxy if unable;

Recommend Athlete Representation, where appropriate, to external agencies including but not limited to the AthletesCAN Board of Directors, Canadian Olympic Committee Athletes' Commission and Canadian Paralympic Committee Athletes' Council when possible.

Maintain regular communication with the general athlete body with the support of Canada Snowboard, especially during key dates in Canada Snowboard calendar, including;

- Team Selections
- Trials/Qualifying Events
- National Championships, World Championships
- Major Games, Board Meetings
- AGM
- AthletesCAN Forum
- AAP Carding Nominations
- Appeal Deadlines
- Funding Grant/Bursary Application Deadlines
- The development and release of Team Selection/AAP Carding Criteria and Athlete Agreements

The elected AR will participate in decision making processes as a member of the Board of Directors (the "Board"), and various standing / ad hoc committees (including but not limited to; Governance, Finance Committee, etc.) where applicable;

## **TIME COMMITMENT & ACCOUNTABILITY**

- 1) A minimum of 4 meetings annually via zoom or other electronic means;
- 2) A minimum of one (1) in-person CSAC meeting;
- 3) For two (2) individual CSAC members to attend the AthletesCAN Forum; and
- 4) Two (2) individual CSAC members to participate in the Canada Snowboard' AGM (Annual General Meeting).



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### TERM

CSAC members will serve terms of three (3) years.

CSAC members will serve a maximum of three (3) consecutive terms or nine (9) consecutive years.

### QUALIFICATIONS & ELIGIBILITY

- Athletes who are current members of the Canada Snowboard Senior National Team, or those athletes who have been members of the Canada Snowboard Senior National Team for any period within eight (8) years preceding the election as long as that individual is involved in the sport of snowboarding;
- Must be eighteen (18) years of age or older;
- Must not be a director, officer, contractor or employee of a Member;
- Must not hold a position or acting as a Coach: National, or Referee;
- Must not be a contractor or employee of the Corporation;
- Must not be a director, officer, shareholder, employee or contractor of a corporate sponsor of the Corporation; and
- Must not be a director, team manager, or executive director of the National Interest Group Snowboard Canada sports program.

### OBJECTIVES / DELIVERABLES

Review, revise or develop and disseminate an annual athlete survey to national team athletes to solicit feedback on various aspects of the athlete experience in order to guide and inform AR strategies and recommendations.

Provide an annual Athlete Report from the Athlete Survey to Canada Snowboard management and Board.

Provide feedback to help update the Athlete Handbook.

### REPORTING

The elected AR with a seat on the Canada Snowboard Board will provide AC reports at all board meetings.

### BENEFITS to BEING AN ATHLETE DIRECTOR

- **YOU PROVIDE** the most relevant and up-to-date perspective of the key stakeholders of the organization.
- **YOU ACT** as a more direct and effective conduit between the active athletes and decision makers of the sport organization.
- **YOU HELP** to build a closer relationship and trust between athletes and the organization



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- **YOU ENSURE** the rights of athletes are properly represented at the highest level of decision making and policy creation.
- **YOU ARE EMPOWERED** to hold the NSO accountable for decisions and responsibilities, which is a good governance practice.
- **YOU DEVELOP** into an experienced and effective sport leader.
- **YOU HAVE** more intimate knowledge of the success of the organization's operations at ground level.
- **YOU PROVIDE** insight into the current sport culture which often influences the business of the NSO.

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Please reach out to Dave Balne if you have any questions [dave.balne@canadasnowboard.ca](mailto:dave.balne@canadasnowboard.ca)