



Technical Committee

TERMS OF REFERENCE

1. PURPOSE & SCOPE

The purpose of the Technical Committee is to provide advice, guidance, direction, leadership and action with Gymnastics New Zealand (Gymnastics NZ), to the benefit of the community, on identified areas of technical expertise. In doing this, the Technical Committee will ensure alignment with the Gymnastics NZ Strategic Plan in terms of agreed strategies and Technical Committee outcomes as indicated by the following areas of scope:

Participation

- Contribute to the development of participation strategies that grow the number of coaches, judges and volunteers in technical capacities.

Performance

- Work with Gymnastics NZ to ensure that a Whole of Sport plan includes technical pathways.
- Contribute to the success of these pathways by identifying and developing technical and athlete talent.
- In developing technical and athlete talent, collaborate with relevant key stakeholders and advisory groups to drive national and international success.
- Maintain Technical Committee operational excellence through compliance, benchmarking and implementing industry best-practice.
- In collaboration with Gymnastics NZ, ensure member compliance with the relevant governance structures regarding conduct.

People

- Contribute to the success of strategies that enhance training, development, qualification, retention and mentoring opportunities for coaches, judges and volunteers in technical capacities.

Profile

- In partnership with Gymnastics NZ, engage our community and clubs so they become champions of the brand.

2. MEMBERSHIP

The CEO will call for applications for all positions on the Technical Committee. Received applications will be forwarded to the Chair of the Technical Committee Appointments Panel (TAP) who will conduct the panels business in appointing code specific Technical Committee members, in accordance with the Gymnastics NZ Technical Committee Regulations.

3. ACCOUNTABILITY

The Technical Committee is accountable to the CEO of Gymnastics NZ and shall be governed in accordance with Gymnastics NZ Technical Committee Regulations. It has no authority, other than that contained in these TOR, or given in writing, by the CEO or Board of Gymnastics NZ.

4. RESPONSIBILITIES

The Technical Committee is responsible for the provision of technical advice and guidance to assist in the immediate and long-term success of the gymnastics sport in New Zealand as aligned to the Gymnastics NZ Strategic Plan.

The Technical Committee will carry out tasks and activities as set out in the Regulations and detailed in individual role descriptors. Key areas of responsibility include:

- Advice, guidance and decisions on rules and regulations
- Technical control (Code of Points)
- Education (annual programme, strategies, resources, training forums)
- International Events (annual programme, qualification criteria)
- National Events (qualifying scores/results, control panel/judges)
- Communication (collaboration, meetings, Work Plan)

5. ROLES WITHIN THE COMMITTEE

- a) *Chair* – provides leadership and collaborates with Technical Committee members for the professional administration and action of all Technical Committee responsibilities; point of contact between the National Office and the Committee; convenes meetings and where necessary is responsible for reporting back to National Office;
- b) *Judging Advisor* – provides leadership, knowledge, expertise, advice and action in the area of judging; ensures New Zealand conforms with Federation of International Gymnastics regulations, international rules and best practice;
- c) *Coaching Advisor* – provides leadership, knowledge, expertise, advice and action in the area of coaching; ensures New Zealand conforms with Federation of International Gymnastic regulations, international trends, techniques and best practice;
- d) *Competition Advisor* – works in conjunction with the Judging Advisor to provide leadership, advice and action on associated processes relating to annual Qualifying and National Championships events; provide support for the feasibility of hosting international events;

- e) *Performance Advisor* - will be responsible for the provision of guidance, advice and action on performance matters including pathways, programmes, squads and tours;
- f) *Co-opted Member* - As agreed with the Chief Executive, the Chair of the Technical Committee may co-opt individual/s on to the Technical Committee as necessary, within the parameters outlined in the Regulations.

6. COMMUNICATION

The Technical Committee members will from time to time be responsible for various communications between itself, Gymnastics NZ and the community, as directed in the Technical Committee Rules and Regulations.

Any communication containing strategic elements must be in line with the Gymnastics NZ Strategic Plan and must involve initial consultation with the CEO prior to publication. The Technical Committee is not required or empowered to speak to Gymnastics NZ strategy or policy in a public forum. If authorised to speak in a public forum the Technical Committee will ensure that this communication will be in line with, and in adherence to, the Gymnastics NZ Communication Policy.

7. MONITORING

Deliverable	Responsible
Terms of Reference signed off	GNZ Board
Personnel Appointed	Technical Appointments Panel/CEO
Strategic Plan and Annual Work Plan	Technical Committee
Develop an annual operating budget	Technical Committee
Meeting Minutes (template attached)	Technical Committee

APPENDIX 1 – TEMPLATE FOR MINUTES

TECHNICAL COMMITTEE MEETING

DATE	
VENUE	
ATTENDEES	
MINUTE TAKER	
APOLOGIES	

DISCUSSION	Declaration of conflicts of interest arising from agenda items
DISCUSSION	Review actions/adopt minutes from previous meeting
DISCUSSION	Item 1 -
DISCUSSION	Item 2 -