Alberta Soccer Association (ASA)
Technical Committee

Terms of Reference

I. COMMITTEE NAME

The name of this committee shall be the ASA Technical Committee.

II. PURPOSE AND AUTHORITY

The purpose of the Technical Committee is to implement the technical elements of the Alberta Soccer Association Vision, Mission, and Strategic Plan and to support the organization's operations from a coach and player development perspective.

The ASA Board of Directors (Board) delegates, through the Executive Director, to the Technical Committee, the responsibility and authority to:

1. Establish and retain a network of coaches dedicated to improving the standards of play across the province.
2. Make training accessible to recreational and competitive coaches.
3. Build a pathway for coaching education across the province.
4. Implement a systematic plan to develop grassroots athletes at all levels in accordance with the CSA LTPD.
5. Implement and support SQS.
6. Support and create opportunities for high level participation with the CSA and other elite soccer organizations.

III. MEMBERSHIP

The Committee shall be comprised of a minimum of six (6) members;

1. ASA Sporting Director shall Chair the Committee.
2. The ASA BoD appoints a co-chair.
3. The committee members will be comprised of a minimum of nine (9) voting members selected from the Soccer Community and Nominated by the district. Each district is limited to one representative on the committee.

    a. EMSA Representative.
    b. CMSA Representative.
    c. EIYSA Representative.

d. EDSA Representative.
e. CUSA Representative.
f. CWSA Representative.
g. Two (2) Representatives recommended by the Sporting Director.
h. and four (4) Rural district Representatives.
i. Committee members will be chosen based on technical background, current position within the provincial technical community and geography.

4. ASA Staff voting staff:
    a. Officials Representative.
5. ASA non-voting members.
    a. ASA BOD liaisons.

IV. COMMITTEE TERM LIMITS

1. Committee Members will be appointed to two-year terms.
2. The Committee Terms will start March 1 and end the last day of February.
3. Representatives will have two-year terms with CMSA, EIYSA, EDSA, two (2) rural District Representatives, and one (1) Sporting Director appointed representative expiring in even numbered years; EMSA, CUSA. CWSA, ASA Officials Representative, one (1) Sporting Director appointed representative and two (2) Rural District representatives will have two year terms expiring in odd numbered years.
4. Members will have the opportunity to sit on the Technical Committee for multiple terms, subject to the approval of the Technical Committee Chair and the Executive Director.

V. WORKING GROUPS

1. The Committee may establish working groups to conduct specific work for the Committee. Such subcommittees shall report their activities to the Committee.

VI. COMMITTEE MEMBER RESPONSIBILITIES

1. All Committee members are expected to actively participate in the Committee's activities and meetings on a regular basis.
2. A committee member missing two (2) meetings in a row will be automatically removed.

VII. COMMITTEE MEETINGS

1. The Committee should meet a minimum of four (4) times annually.
2. Meetings may be held via conference call or face to face.
3. Minutes from their meetings will be made available through ASA.
4. Meetings will be conducted following Robert's Rules of Order.

VIII. QUORUM AND VOTING

1. Quorum will be achieved when more than 50% of current voting committee members are present.
2. A majority vote of the committee members present, either in person or conference call, shall constitute an official action of the Committee.
3. In the case of a tie vote on a motion by the Committee members present, the motion shall fail.

IX. VACANCIES

1. If a Committee member withdraws from their Committee position before the end of their term, the Chair shall appoint a replacement from the same District.
2. In the event of a mid-year appointment to a position on the Committee, for the purposes of determining the term limits as outlined in this Terms of Reference, the remainder of the calendar year is not counted as part of the member's term.

X. RECUSALS

1. Committee members may abstain from participating in the official actions of the Committee if there is an apparent conflict of interest.

XI. NOMINATIONS TO THE COMMITTEE

1. On an annual basis, a call for nominations to the Committee will be circulated to all Districts, Technical Leaders, Coaches and Learning Facilitators. Candidates may self-nominate (volunteer) or be put forward by a District Member.
2. The Chair will select members of the Committee in consultation with the Executive Director.
3. Final selections will be confirmed by the Executive Director.

XII. AMENDMENTS TO THE TERMS OF REFERENCE

1. The Committee may propose amendments to these Terms of Reference to the Executive Director.