



Rope Skipping Canada

Saut à la Corde Canada

International Jump Rope Union Task Group

Terms of Reference

(Updated: August 1, 2018)

Purpose:

The purpose of the Rope Skipping Canada (RSC) International Jump Rope Union (IJRU) Task Group is to develop recommendations regarding the creation of the IJRU. The IJRU Task Group will provide recommendations to the RSC Board of Directors that reflects the best interests of the RSC membership and that allows for continued development of rope skipping within Canada. The primary function of the IJRU Task Group will be to review materials created and distributed by the IJRU to member countries and provide recommendations for changes (additions and/or deletions) to the RSC Board of Directors to review and communicate to the IJRU.

Membership:

All members of the IJRU Task Group must be RSC members in good standing. The IJRU Task Group should be comprised of a minimum of three (3) and maximum of five (5) members with the following minimum composition of members:

- Committee Chair (appointed by the RSC Board of Directors)
- 1 RSC Board Liaison (ex-officio)
- Up to 4 Members at Large
 - Members at Large must have experience with both World of Jump Rope (WJR) and the International Rope Skipping Federation (FISAC)

The term length for membership on the task group will be two (2) years. Members of the task group may be absent from a maximum of three (3) meetings in a calendar year. Once 3 meetings are missed, the individual's membership on the task group will be revoked.

Responsibility/Authority:

This task group is responsible to and operates under the direction of RSC's Board of Directors. It is mandated by the RSC Board of Directors that the task group make recommendations to the Board regarding RSC's position in the formation of the IJRU. The Task Group Chair will be responsible for communicating with the RSC Board of Directors on a bi-monthly basis. All recommendations made by the IJRU Task Group must be sent in writing to the RSC Board of Directors for review and final approval.

Review:

On a yearly basis, the RSC Board of Directors will review the work completed by the task group and determine if the task group continues to be a benefit to the RSC organization. Additionally, on a yearly basis, the task group will review the Terms of Reference and make changes as required.

Working Method:Meetings

The task group will meet a minimum of six (6) times yearly. Meetings will be held via conference call at the discretion of the chair. The committee Chair will be selected yearly, by the RSC Board of Directors. Members of the task group will submit agenda topics to the Chair in advance of scheduled meetings. The task group Chair must inform the RSC Board of Directors of the meeting schedule, such that the RSC Board of Directors may add items to the agenda when/if required. The meeting materials will be circulated to the task group by the Chair of the task group via electronic communication (Eg. email, Google Docs, etc.). When required, non-members of the task group may be invited to participate in a meeting, where their input is considered valuable to a specific agenda topic. The task group Chair, may, if desired, assign the role of secretary to a task group member, or may take on the secretary role.

Sharing of Information

Members of the task group will share information via electronic communication (Eg. Email, Google Docs, etc.). All task group recommendations made to the RSC Board of Directors should be considered confidential until a final decision is made by the RSC Board of Directors. Task group members are encouraged to engage RSC members in dialogue regarding the nature of the group and discussion topics, such that their recommendations reflect the interests of the RSC membership. Any information provided to the task group from the RSC Board of Directors, that is explicitly deemed as confidential may not be shared with any individuals who are not members of the task group.