

## ALPINE COMMITTEE

### Roles and Responsibilities 2019

<p>Joint Chairs</p> <p>Lloyd Jenkins &amp; Bryan Thomas</p>	<ul style="list-style-type: none"> <li>To chair the meetings</li> <li>To act as the Snowsport England link to GB Snowsport</li> <li>To attend Board meetings as required by the Board</li> <li>To provide overall lead on strategy for all Snowsport England race events to ensure the committee moves forward and delivers what is needed.</li> <li>To liaise with the Snowsport England Marketing and Insight Lead</li> <li>Reporting to the Board</li> </ul>
<p>Secretary</p> <p>Mary Calvert</p>	<ul style="list-style-type: none"> <li>To formulate and circulate an agenda prior to each meeting</li> <li>To ensure that all meetings are minuted</li> <li>To ensure that minutes are approved by the committee and published within 21 days of the meeting</li> </ul>
<p>Finance Designate</p> <p>David Eaves</p>	<ul style="list-style-type: none"> <li>To assist with the preparation of the Alpine budgets for approval by the Snowsport England board (by the end of October each year)</li> <li>To monitor the approval and control of income and expenditure</li> <li>To prepare management reports on income and expenditure for the Alpine Committee</li> </ul>
<p>Technical</p> <p>David Manns</p>	<ul style="list-style-type: none"> <li>To communicate and work with the TD forum</li> <li>To publish and ensure that the Race Manual is updated for use by those involved in race organisation, in conjunction with TD Forum</li> <li>To coordinate the iBarts, oBarts and BASS seeding lists</li> <li>To act as Chief Race Director for the English Alpine Championships</li> <li>To liaise between the Alpine Committee and the Alpine Championship Race Organising Committee</li> </ul>
<p>Officials Training</p> <p>Andrew Hjort</p>	<ul style="list-style-type: none"> <li>To administer the recruitment, training and registration of race officials to ensure continuity of a supply of volunteers</li> <li>To develop training resources accordingly</li> </ul>
<p>Snow events</p> <p>Lloyd Jenkins</p>	<ul style="list-style-type: none"> <li>To lead on snow events calendar structure</li> </ul>
<p>Artificial surface events</p> <p>Andrew Hjort</p>	<ul style="list-style-type: none"> <li>To be the lead for the organisation and running of events on artificial surfaces including Landgraaf</li> <li>To lead on artificial surface events calendar structure</li> </ul>
<p>Regional Representatives</p> <p>1) Mike Frith 2) David Chapman</p>	<ul style="list-style-type: none"> <li>To communicate with regions and clubs and include them in decision making feedback when required</li> <li>To act as a conduit for liaison with Snowsport England Regions – particularly those which have less activity</li> <li>To assist the lead for Artificial surface events</li> </ul>
<p>Equipment</p> <p>Mike Frith</p>	<ul style="list-style-type: none"> <li>To take responsibility for race equipment purchased by Snowsport England</li> <li>To manage and track all race equipment</li> <li>To prepare and recommend a plan for replacement of race equipment as required</li> </ul>

These roles are not full members of the committee but attend to represent other bodies.

<p>Alpine Squad Committee Manager</p> <p>Julian Sambles</p>	<ul style="list-style-type: none"> <li>In attendance – liaise between Alpine Committee and Alpine Squad Sub-Committee</li> </ul>
<p>Athletes' Representative</p> <p>Dry Slope Ambassadors via Gareth Case</p>	<ul style="list-style-type: none"> <li>To act as a conduit for liaison with athletes (both to and from the Committee)</li> </ul>
<p>Coaching</p> <p>Paul Telling</p>	<ul style="list-style-type: none"> <li>To liaise with the Coaching Committee (and coaches) ensuring they are included in decision making feedback when required</li> </ul>
<p>Course Setting</p> <p>Simon Bannister</p>	<ul style="list-style-type: none"> <li>To maintain the course setters' policy and training</li> <li>To review submissions from coaches for inclusion on the course setters list.</li> </ul>
<p>Snowsport England Office Representatives</p> <p>Tim Fawke Claire Pennell</p>	<ul style="list-style-type: none"> <li>Link with Snowsport England communications</li> </ul>

## **Outline Terms of Reference**

- To develop and support the Snowsport England Strategy for Alpine racing
- To provide and develop technical support for Alpine racing
- To organise and administer Snowsport England Alpine ski racing events on snow and artificial slopes
- To support other Snowsport England alpine events such as training on snow and artificial slopes as appropriate
- To set and manage the Snowsport England Alpine budget
- To develop participation in these events
- Working with the Alpine Squad sub-committee, to develop a clear pathway for athletes to progress from grass roots to GB Snowsport
- To liaise with Regions and Clubs as needed for the running of their events
- To recruit and allocate officials and other volunteers to events
- All members must be signed up to the Snowsport England Code of Conduct

A register of officials should be kept by the Snowsport England office – and race secretaries should be asked to submit their list of officials after each race so that the list can be kept up to date.

An equipment inventory should be maintained by the Snowsport England office – but the equipment officer will be responsible for ensuring that the necessary equipment is available at events.

Events such as race training days may be organised by this committee – but they will need to be delivered by coaching staff.

### **Support required from Snowsport England Office**

- Communications support
- It is hoped that in due course the routine management reporting of the accounts using XERO can be transferred to the Snowsport England office.
- Administration support for management of training records, database management and course setters list