



AWARDS & RECOGNITION COMMITTEE TERMS OF REFERENCE

PURPOSE

The Awards & Recognition Committee (ARC) is responsible for developing and delivering the Awards & Recognition programs that includes, Judo Ontario Hall of Fame other award nominations and opportunities from partners and sponsors.

COMPOSITION / SELECTION

- The Committee shall be a maximum of three (3) members, including the chair.
- The Executive Director and the Board of Directors Liaison are ex officio members to the committee.
- The member who was selected by the Judo Ontario Board of Directors will chair the Committee.
- The Awards Committee is a standing committee of the Judo Ontario Board of Directors.
- The Judo Ontario Board of Directors must approve the Committee.

MISSION STATEMENT

“To adequately and effectively recognize the contribution of our volunteers at all levels who are crucial to the development and advancement of Judo in Ontario”.

SCOPE OF RESPONSIBILITY

- To review and develop Awards and Hall of Fame processes and procedures to ensure they are consistent with the goals and objectives of Judo Ontario.
- To develop and maintain a comprehensive document that clearly articulates the general administration and operational aspects of the Awards & Recognition Committee, including; awards, eligibility criteria, nomination procedures and selection processes.
- To recommend as needed a ballot of candidates for consideration by the selection panel for induction into the Hall of Fame.
- To work with various committees to put forward names of candidates to fit the selected awards that are all encompassing of all volunteers and members.
- To review and maintain an effective and efficient nomination process for Hall of Fame candidates.
- To assist Judo Ontario in the planning of an annual Awards and Hall of Fame induction ceremony as requested.
- Develop pride and recognition programs for volunteers and members through providing resources and support to tournaments Sanctioned by Judo Ontario with apparel with brand recognition of Judo Ontario.
- Help maintain a page on the Judo Ontario web site that keeps track and listing all who have been recognized for their contribution.

RECORD OF DECISIONS:

All meetings will have an agenda and produce minutes. The committee may make recommendations to the Board when situations require it. Documents shall be kept at the Judo Ontario office.

AUTHORITY / DECISION MAKING:

The Committee has the authority to interpret and apply Board approved policies. The committee has the authority to nominate athletes and builders.

VOTING / DECISIONS:

Each member of the committee shall cast one (1) vote. In the event of a tie, the Chair shall cast a second deciding vote.

TERM:

The terms of appointment are as per their appointment as committee chair which is a two (2) year term.

POLICY HISTORY:

Developed: January 14, 2016.