



ENDURANCE

ESNZ Endurance Development & Mentoring Management Team – Terms of Reference

Purpose

To provide selected riders with the support and guidance to assist them to achieve their goals and successfully compete at a higher level.

Composition of ESNZ Endurance Development and Mentoring Management Team

1. The ESNZ Endurance Development and Mentoring Management Team comprises of two or three members appointed by the ESNZ Endurance Board and may include one Board member.
2. The Development and Mentoring Management Team can co-opt the expertise of specific people from time to time as required
3. The Development and Mentoring Management Team will conduct their business by email, phone, Facebook group or in person.

Term

- 1 All members of the Development and Mentoring Management Team will be appointed for a two year term but may be reappointed at the end of their term.
- 2 The term ends at the Endurance AGM unless renewed by the Endurance Board using any procedure the Board and any remaining member(s) of the Development and Mentoring Management Team decide on.
- 3 Any vacancy in the Development and Mentoring Team occurring between AGMs may be filled by the Development and Mentoring Management Team in consultation with the Endurance Board.

Responsibilities

The ESNZ Endurance Development and Mentoring Management Team will be responsible to the ESNZ Endurance Board for:

- 1 Creating a yearly action plan for the Development and Mentoring programme, to be approved by the Endurance Board.
- 2 Providing updated criteria to the Endurance Board for the Development and Mentoring programme when necessary. To be reviewed annually.
- 3 Providing a written report to the Board prior to each Board meeting and at other times as requested.
- 4 Providing the Endurance Board with full and comprehensive budgets for all Development and Mentoring activities.
- 5 Selection of programme participants, such selection to be confirmed by the Endurance Board in accordance with best practice selection process.
- 6 If the situation arises that the Development and Mentoring Management Team requires the services of Selectors, a Vet, a Chef D'Equipe or any other officials, these appointments will be made by the Endurance Board after recommendations are provided by the Development and Mentoring Management Team

- 7 The Development and Mentoring Programme shall be largely self-funding, however the Endurance Board will endeavour to make some funding available in the annual budget as well as approval of Grant Funding applications if applicable.

ESNZ Endurance Development & Mentoring Management Team – Code of Conduct

Members are expected to act in good faith and in the best interests of ESNZ. Team members will:

- Act in compliance with New Zealand laws.
- Maintain high ethical standards and observe the principals of fairness and impartiality in all dealings concerning ESNZ Endurance and its members. They must act in the interests of the members as a whole and not individuals.
- Ensure that the confidentiality of the meeting room is maintained at all times. Minutes or summaries of proceedings may be published by agreement but details of discussions or other information remain confidential.
- Declare any conflicts of interest they may have in relation to matters being discussed. Such members may be asked to withdraw from discussion and/or abstain from voting.
- Take collective responsibility for decisions of the Team. If they lose confidence in any significant decisions this should immediately be raised for debate. It is not acceptable for any Management Team member to take such issue directly to the membership while they remain in office unless the Development and Mentoring Management Team has so agreed.

Member _____ Date _____

Member _____ Date _____

Member _____ Date _____