



## ENDURANCE

### ESNZ Endurance Junior/Young Rider Management Team – Terms of Reference

#### **Purpose**

To oversee the delivery of an Endurances Junior/Young Rider strategy for developing and mentoring Juniors and Young Riders. The goal is to retain more Juniors and Young Riders within the sport by providing opportunities to develop their potential to reach top level.

#### **Composition of ESNZ Endurance Junior/Young Rider Management Team**

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

#### **Term**

- 1 All members of the 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 Junior/Young Rider Management Team decide on.
- 3 Any vacancy in the Junior/Young Rider Management Team occurring between AGMs may be filled by the Junior/Young Rider Management Team in consultation with the Endurance Board.

#### **Responsibilities**

The ESNZ Endurance Junior/Young Rider Management Team will be responsible to the ESNZ Endurance Board for:

- 1 Creating a yearly action plan for the Endurance Junior/Young Rider programme, to be approved by the Endurance Board.
- 2 Providing updated criteria to the Endurance Board for the Endurance Junior/Young Rider 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 Junior/Young Rider activities.
- 5 Appoint squad members (if required), such selection to be confirmed by the Endurance Board in accordance with best practice Selection process.
- 6 If the situation arises that the 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 Junior/Young Rider Management Team.

- 7 The Junior/Young Rider 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 Junior/Young Rider 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 Management Team. If they lose confidence in any significant decisions this should immediately be raised for debate. It is not acceptable for any Team member to take such issue directly to the membership while they remain in office unless the Junior/Young Rider Management Team has so agreed.

Member \_\_\_\_\_ Date \_\_\_\_\_

Member \_\_\_\_\_ Date \_\_\_\_\_