

# National Team Athlete Committee

## Terms of Reference

**Number:**

**Name:** National Team Athlete Committee

**Mandate:** The National Team Athlete Committee (NTAC) exists to provide a voice for High Performance Athletes (“Athletes”) across a spectrum of disciplines (Women’s and Men’s, Senior and Junior, and Para) on issues which directly or indirectly affect athletes at the high-performance level.

**Key Duties:**

The National Team Athlete Committee will perform the following key duties:

- Provide the Athletes’ perspective and voice to the Hockey Canada Board of Directors (the “Board”) regarding current or contemplated policies, programs and decisions of Hockey Canada that directly or indirectly affect athletes at the high-performance level.
- Act as a conduit for information between Athletes and Hockey Canada and serve as a link between Athletes and Hockey Canada to convey the Athletes’ views to Hockey Canada and vice versa.
- Serve as a consultative body and make recommendations to Hockey Canada, the Board, and its committees in areas which directly or indirectly affect athletes at the high-performance level.
- Solicit the views of diverse groups of Athletes in their respective circles, when appropriate. While an Athlete will draw on their personal perspective based on their own experience, they should be leveraging their Athlete networks to inform their contribution to committee discussions. Committee members shall ensure that the views, comments and opinions of the Athletes they represent are communicated as appropriate.
- Debate the current state and future direction of the game of hockey at the international level, offering insight and feedback, thoughts and ideas to Hockey Canada to enhance the performance of our National teams.
- Consistently attend NTAC meetings (in-person and virtual).
- Prepare for and participate actively in NTAC meetings.
- Provide a representative to serve on any Hockey Canada committee or Task Team, or any committee of another sport organization, upon request.
- Provide a representative to attend any Hockey Canada meeting or third-party meeting to which the NTAC is invited, in consultation with the Board Chair.
- Consult with other groups within Hockey Canada that represent Athletes or are engaged with issues that directly or indirectly affect Athletes or high-performance programming, including the Women’s High Performance Advisory Committee.

- Develop and disseminate an annual survey to Athletes to solicit feedback on various aspects of the Athlete experience to guide and inform NTAC strategies and recommendations.
- Provide an independent annual National Team Athlete Report at the end of each competitive season or fiscal year reflecting the business and recommendations of the NTAC. Any such report shall be shared with Hockey Canada management and the Board, with a copy circulated to Athletes.
- Contribute to an atmosphere of openness and respect.
- Share space, speaking time and opportunities fairly and equitably.
- Such additional duties as may be delegated to the Committee by the Board from time to time.

**Authority:** The NTAC will exercise its authority in accordance with Hockey Canada Bylaw 44 and such additional provisions as are set out in the Terms of Reference

**Communication:** Committee members shall not take stands on issues or present their views as those of the National Team Athlete Committee in areas of personal interest having no connection with their official NTAC responsibilities. Public communication regarding any matter that falls within the scope of the NTAC’s duties should occur through the Committee Chair, in consultation with the Hockey Canada Board Chair.

**Composition:** The NTAC will consist of current and alumni Hockey Canada Athletes, including:

- A Committee Chair elected by the members of the Committee from among its members. The Committee Chair shall be elected for a one (1) year term and shall serve no more than four (4) consecutive terms as Chair.
- The Committee may, at its discretion, elect a Vice-Chair who, in the absence of the Chair, would perform all duties of the Chair, including presiding at all meetings of the NTAC. The Vice-Chair position is intended to serve as a growth and development opportunity for Committee members, particularly those who may be new to serving in a committee role. Any Vice-Chair shall be elected by a majority vote of the Committee members and shall serve a one (1) year term. A Vice-Chair may not serve a second consecutive term as Vice-Chair.
- Committee members, a minimum of 4 and a maximum of 10 members (including the Committee Chair and Vice-Chair). Best efforts should be made to ensure that the Committee’s membership always includes a representative from each of the following Hockey Canada National Teams: (i) Men’s; (ii) Women’s; (iii) Para; (iv) Men’s U20; (v) Women’s U18; (vi) Men’s U18 (collectively the “National Teams”).
- Staff resource person(s) (non-voting)

**Elections:** Elections for the NTAC will be conducted every two years, beginning in 2024. Anyone who played on a National Team at an Olympic Games, Paralympic Games, International Ice Hockey Federation Ice Hockey World Championship, or World Para Ice Hockey Championship, (collectively the “World Championship Events”) in the five

(5) calendar years preceding the election shall be entitled to vote. Elections should be conducted with a view to ensuring representation from each of the six (6) National Teams. The candidate from each of those National Teams who receives the most votes shall be appointed to the available NTAC positions, with any remaining positions being filled by the remaining nominees who received the most votes. Should a position on the Committee become vacant during the term of any Committee member, the Committee may solicit nominations, and the Committee members may appoint a nominee to the Committee by Ordinary Resolution. Any individual so appointed shall serve the remainder of the term of the committee member who vacated their position.

**Eligibility**

Interested and eligible Athletes must apply to serve on the NTAC. To be eligible, an Athlete must:

- have participated on a National Team in a World Championship Event in the eight (8) years prior to being elected or appointed to serve on the NTAC.
- not have breached the Hockey Canada Code of Conduct at any point during their time on a National Team.
- not have committed an anti-doping infraction under the rules and regulations of the WADA Code during their career.
- not have any perceived or actual conflict of interest as it relates to their role and duties as a committee member, and any other role they may hold, either paid or voluntary.
- have served no more than two (2) consecutive two (2) year terms on the NTAC.

**Policy Responsibilities:** The NTAC will review the policies for which they are responsible, at least once every two years. The Committee will also review any policy, rule, or regulation referred to it on the basis that it may have a potential impact on Athletes.

**Meetings:** The NTAC will meet quarterly, and otherwise as needed, as determined by the Committee Chair, in consultation with the Board Chair. The Committee Chair, at their sole discretion may invite any non-Committee member to attend a NTAC meeting.

**Resources:** The NTAC will receive the necessary resources from Hockey Canada to the extent approved in the annual budget, to fulfill its mandate. It will also receive the necessary administrative support from the National office.

**Reporting:** The NTAC reports to the Board. The Committee will maintain minutes of its meetings and will make those minutes available to the Board.

**Approval & Review:** These Terms of Reference were approved by the Board of Hockey Canada on February 15, 2025. The Committee will review and revise the Terms of Reference no less than every two years, will send any proposed revisions to the Governance Committee for further review, and then to the Board of Directors for approval.

**Other:**