

# **KENT ARCHERY ASSOCIATION**

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## **TERMS OF REFERENCE**

## **COUNTY TEAM SELECTION PANEL**

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## **TERMS OF REFERENCE**

The following shall constitute a Terms of Reference for the County Team Selection Panel.

### **Composition**

The panel shall consist of:

- The Records Officer, who will chair selection meetings;
- The County Captain;
- One additional member, elected at the AGM for that purpose.

In case that one or more positions on the panel are not filled at the AGM or subsequently, the remainder of the panel and the Executive Committee shall be jointly responsible for determining how to proceed.

### **Duties and Responsibilities**

The members of the panel shall be required to meet only as often as is necessary to fulfil their duties.

The duties of the panel shall be:

- To identify and select suitable archers to form teams to represent the county.
- To ensure that teams receive suitable support at matches.
- To identify potential future members of county teams and:
  - Determine whether they wish to receive development help.
  - Liaise with the Invicta Coaching Group to determine appropriate action.
  - Track results to ensure that the actions taken are giving the required results.
- To identify and implement any additional or changes to processes that will help identify team members and potential future team members.
- To liaise with the Invicta Coaching Group to determine and implement measures to help team performance and the progress of potential future members.

The panel may seek additional assistance to deal with any issue without prior reference to the Operational Committee, unless there are significant budget implications.

### **Reporting**

The panel shall be required to:

- keep minutes of all team selection meetings and any prior or subsequent enquiries about availability of archers:
  - to include names of all archers considered for inclusion and the outcome of the selection process;
  - and make them available to the Operational Committee, when required to do so.
- provide regular reports to the Operational Committee, normally via the County Captain:
  - Match results and performance.
  - Team development issues, action and progress.

