



FREESTYLE CANADA JUDGES ADVISORY GROUP (JAG) TERMS OF REFERENCE

March 29 2017

MISSION:

The Judges Advisory Group ensures that Freestyle Canada has a sufficient number of trained and qualified freestyle ski judges from grassroots level to the World Cup level.

Freestyle Canada JAG Mandate:

JAG is a critical partner in the alignment of the Freestyle Canada competition system to the Can Freestyle Long Term Athlete Development pathway.

The primary responsibility of JAG is to ensure the on-going development, education, reporting, licensing, assignment and evaluation of judges across Canada. This includes:

- To provide leadership in the overall area of judge education and development.
- To develop and uphold Freestyle Canada judging standards, policies and procedures.
- To abide by the Freestyle Canada Code of Conduct.
- To provide advice and oversee the development of working groups projects.
- To review and put forward all working group recommendations to Freestyle Canada.
- To ensure that all judges information is accurate and up to date.
- To assign judges to appropriate levels of competitions.
- To provide judging recommendations to FIS and AFP through Freestyle Canada.

Composition:

JAG is composed of experts in all disciplines, from as many regions as possible, who are qualified and who have demonstrated initiative, commitment, and leadership in the on-going implementation and maintenance of the Freestyle Canada judging program

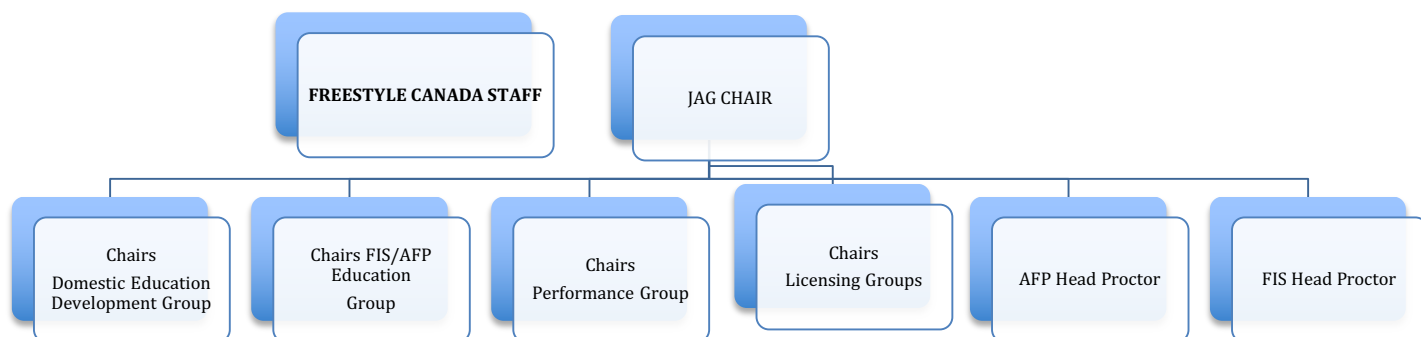
Qualifications/Skills of Members:

JAG members are selected for their skills/expertise in the following areas:

- ✓ Adult educational program development;
- ✓ Facilitation
- ✓ Positive communication and interpersonal skills
- ✓ Strong technical understanding of the impact of criteria on athlete development
- ✓ Experience leading judging panels and event delivery in the field
- ✓ Current understanding of Freestyle Canada technical standards and priorities for athlete development
- ✓ Experts in their discipline
- ✓ Open minded and forward thinking
- ✓ Share a love of Freestyle Skiing and concern for the safety and well-being of the participants
- ✓ Invested in Freestyle Canada's vision of excellence through Can Freestyle long term athlete development
- ✓ Members of Freestyle Canada in good standing.

JAG Executive Committee:

The JAG Executive shall lead all activities of the JAG and comprise the following members:



JAG POSITION	APPOINTMENT	TERM*
Chairperson, judge	Input from JAG executive, appointed by Freestyle Canada	3 years May 01
FIS Freestyle Canada Head Proctor	nominated by JAG and Freestyle Canada to FIS, appointed by FIS	3 years May 01
AFP Freestyle Canada Head Proctor	nominated by JAG and Freestyle Canada to AFP, appointed by AFP	3 years May 01
Freestyle Canada representative	appointed by Freestyle Canada	3 years May 01
Domestic Education Development Group Chairs	nominated by JAG and appointed by Freestyle Canada	3 years – June 15
FIS/AFP Education Group Chairs	nominated by JAG and appointed by Freestyle Canada	3 years – June 15
Performance Group Chairs	nominated by JAG and appointed by Freestyle Canada	3 years – June 15
Licensing Group Chairs	nominated by JAG and appointed by Freestyle Canada	3 years – June 15
Member At Large	nominated by JAG/Freestyle Canada and appointed by Freestyle Canada.	3 years – June 15

Composition of the JAG Executive Committee:

The JAG Executive Committee must include at least one east, one west, one French as a first language, and one English as a first language member(s). A JAG member at large may be added to the group to meet this objective. Representation should be as diverse as possible geographically and by discipline.

There will be a minimum of 5 core members; some individuals may act as experts in more than one of the above areas. Working groups who will execute most of the groundwork required for education, assignments and licensing, will additionally support JAG.

Terms:

After each term there will be full review starting in January prior to the nominations, and a full nomination process put in place for the next term. The executive has the ability to have consecutive terms if this is determined to be in the best interest for the progression of judging in Canada.

Complaints:

Any complaints regarding the conduct of a judge should be made directly to the Freestyle Canada CEO using the Freestyle Canada Disciplinary Standard Operating Procedures document. JAG will provide recommendations to the FC CEO.

Termination of Member:

JAG members may be replaced or requested to leave JAG or the working groups at any time for failing to contribute productively to that group. If a member or members of the any group feel the progress is being hindered or obstructed by an individual or individuals they can inform the JAG chair in writing who will review the issue with the JAG executive. A formal review will take place and an interview with the individual or individuals involved. When the review is completed the JAG chair will consult with the Freestyle Canada CEO and a decision will be rendered. If it's the JAG chair who is being requested for a review the Freestyle Canada staff will review with the JAG executive.

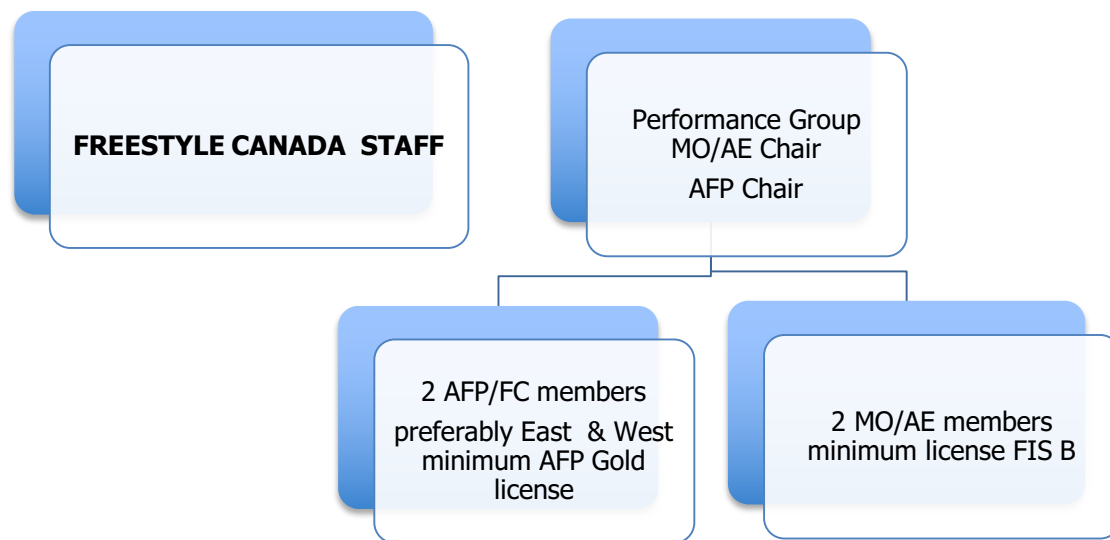
Schedule of meetings:

JAG executive will normally meet every 8-10 weeks dependant on the time of year

JAG Working Groups:

1. JAG Performance Group
2. JAG Domestic Education Development Group
3. JAG FIS/AFP Education Group
4. JAG Licensing Group

JAG Performance Group Structure



Mandate:

The JAG Performance Group is responsible to:

- Provide input and support on all assignments for High Performance (World Cup) and all performance assignments (Junior Worlds, CWG's/NorAM/ Nationals/Can Series/COT).
- Maintain an up to date database of judge's assignments.
- Work with JAG, FIS, AFP, Freestyle Canada and PSO staff to evaluate the educational needs and licensing standards required at this level.*
- Develop competency assessment tools in conjunction with the Domestic and FIS/AFP Education Groups
- Ensures Head Judge reports are completed

Schedule For Meetings:

April: Review of current year, identify challenges, identify groups to work on solutions or changes

August: confirming World Cup assignments

October 15: Domestic December events

November 15 (latest): confirm Canada Cup & NorAms assignments

All efforts will be made to have assignments done as soon as possible, understanding the FIS calendar needs to be confirmed first, in late October / early November.

*Performance judge competency needs to be evaluated and evaluation shared with judge candidates at least once every 2 years to be held to a consistently high international standard.

Every 3 years in April, all of Freestyle Canada's current licensed FIS A&B, and AFP Silver, Gold, Platinum will have the opportunity to nominate (with input from groups below) and elect East and West members. The process will be conducted by the Performance Group Chair and Freestyle Canada staff.

Nominations for representatives can be put forward by:

- JAG Executive Committee
- FIS and AFP lead proctors
- Freestyle Canada Staff

Final recommendations will be made by the JAG Executive and approved by Freestyle Canada.

Major Events:

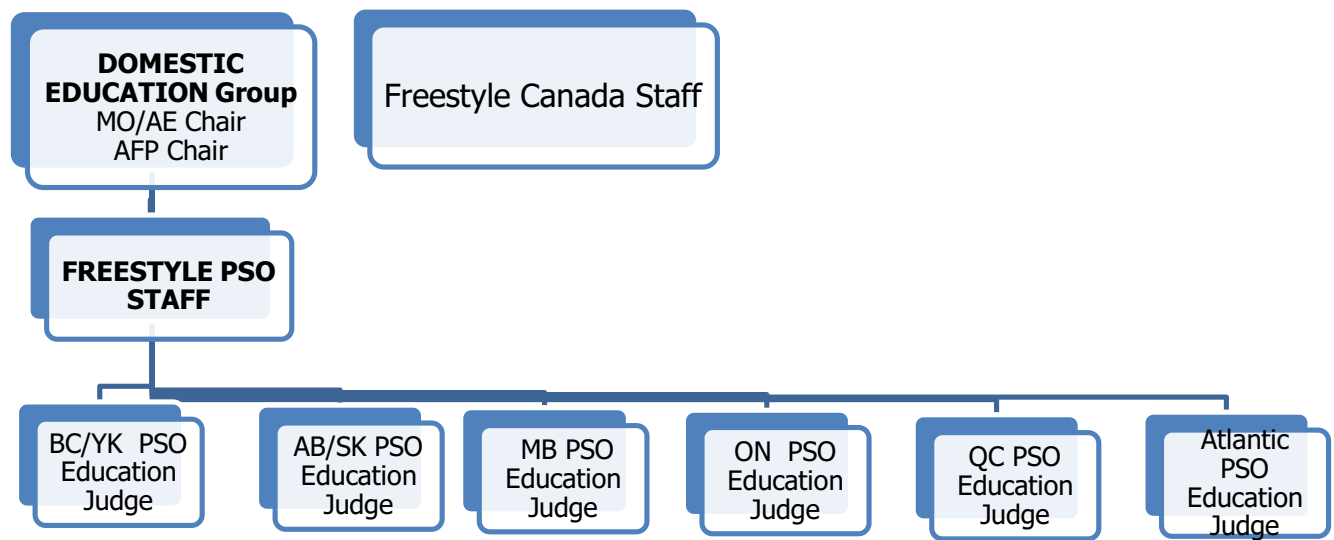
A Freestyle Canada designated member of the JAG Executive (usually the JAG Chairperson) will assist in the selection process for assignments to Olympic Winter Games, World Championships, Universiade and other major international events.

Conflict of Interest of Members:

Members of the Performance Group must excuse themselves on any issues that are an apparent conflict of interest including but not limited to:

- Personal assignments
- Personal upgrades/evaluations

JAG Domestic Education Group Structure



Composition:

Each PSO designates its Provincial Education Judge, or agrees to share a Provincial Education Judge every 3 years in April.

It is recommended that the PSO set a nomination, and voting process to include all Provincial licensed judges.

Minimum FIS C and Bronze.

FIS & AFP Proctors act as an advisory to this group.

The Provincial Education Judge who serves on the Domestic Education Development Group may or may not be the same as the PSO Head Judge.

Mandate:

The JAG Domestic Education Group is responsible to:

- Ensure domestic education below the FIS B level and the AFP Silver
- Provide input on the development, dissemination, and evaluation of domestic judging training materials, competition and scoring formats that are approved by Freestyle Canada
- Ensure domestic education for club/regional and provincial level events
- Develop & Deliver education content

Schedule For Meetings:

September: Provincial Clinics, Regional Clinics confirmed; dates, locations, proctors confirmed

The group will set sub working groups or work with Freestyle Canada on materials development as needed.

PSO STAFF RESPONSIBILITIES:

PSO Staff & FC Sport Dev Director -

- Determine the financial commitment for judge education on behalf of FC & PSO by July 15th each year
- Identify the PSO Education Judge in conjunction with the PSO Head Judge, by June 1st each year.
- Determine the course schedule
- Freestyle Canada and PSO staff where available will assist in the logistics of training, clinic evaluations, and tracking and event logistics for judges in conjunction with Domestic Education Development Group. Judges may be required to manage some or all of these functions where PSO staff support is not available.

Provincial Education Judge Responsibilities:

The Provincial Education judge is responsible for:

1. Working with PSO Staff to organize Provincial and regional judging clinics and regional assists
2. Ensuring the regional data-base is up to date
3. Communicating the competition schedule and available assignment to their regional judges
4. Verifying assignments for Provincial/ Club Level events with PSO
5. Verifying that travel arrangements are in place with event Head Judges

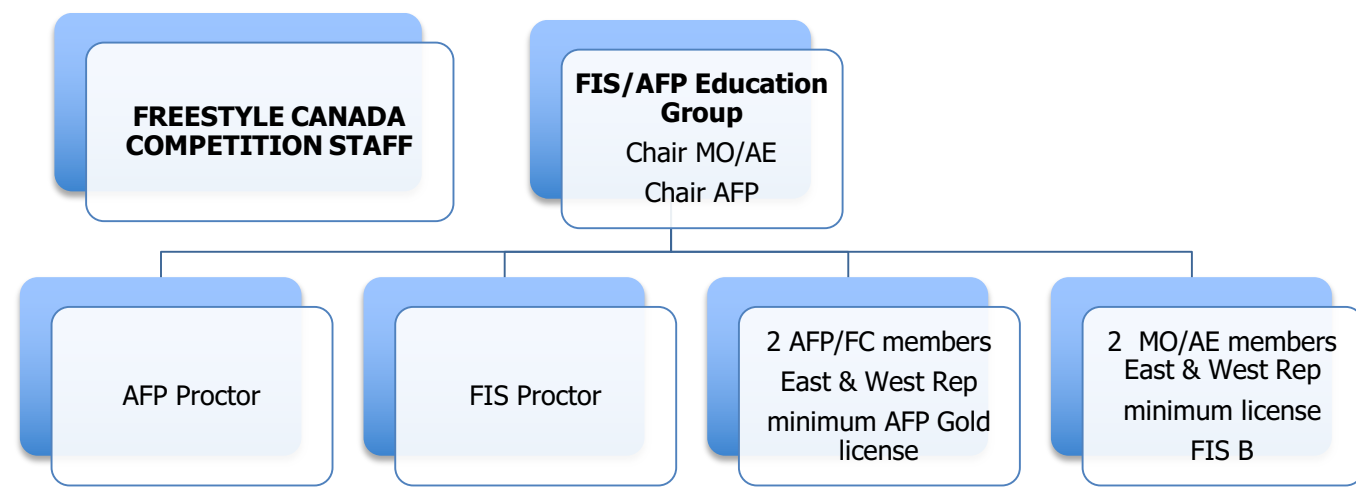
Direction:

JAG, and technical experts along with Freestyle Canada and PSOs, will drive the development of criteria that the JAG Domestic Education Development Group will help implement.

The FIS and AFP proctors will advise this group and oversee the assignment and training of proctors.

Technical experts from each discipline will be appointed to advise as needed.

JAG FIS/AFP Education Group Structure



Mandate:

The FIS/AFP Education Group is responsible to:

- providing education at the FIS A & B levels and the AFP Gold and Platinum levels.
- Develop competency assessment tools in conjunction with the Performance Group.
- Ensures Assists are arranged when needed
- Provide input on the development, dissemination, and evaluation of domestic judging training materials, competition and scoring formats that are approved by Freestyle Canada
- Act as an advisor to the Domestic Education Development, Performance and Licensing Groups when required.
- Ensure training material is available for appropriate level judges
- Develop training material for proctors in conjunction with Domestic Education Development Group.

Schedule For Meetings:

July: A level clinics confirmed, FC financial support to participating judges

August: B Clinics confirmed; dates, location, proctors & FC financial support to judges, plan to communicate to PSOs.

Direction:

Direction will be provided by FIS, AFP and FC

Support:

FIS and AFP Proctors are nominated by FC and approved by FIS and AFP respectively.

Every 3 years in April all of Freestyle Canada's current licensed FIS A&B, and AFP Silver, Gold, Platinum will have the opportunity to nominate (with input from groups below) and elect

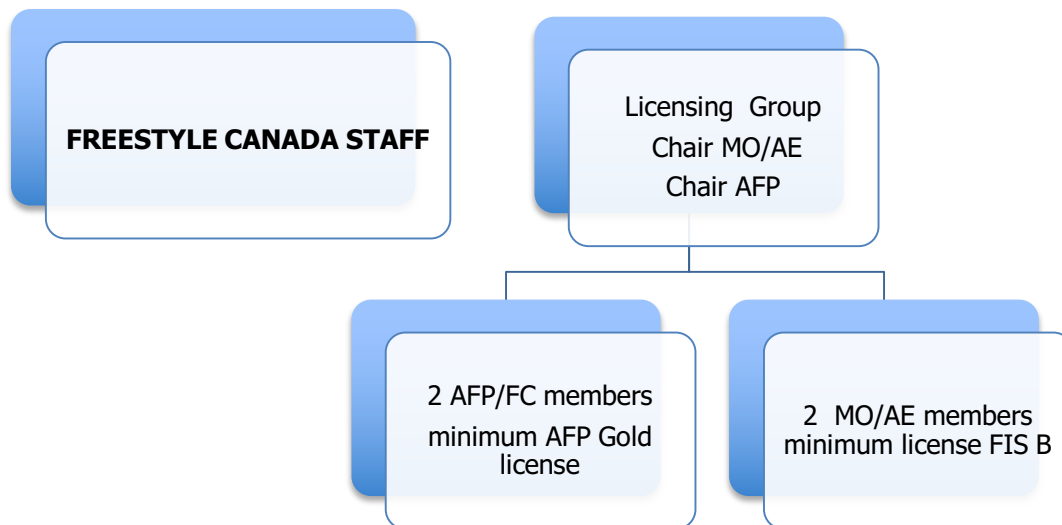
Proctors for the upcoming year. The process will be conducted by the Education Group Co-Chairs and Freestyle Canada staff.

Nominations for representatives can be put forward by

JAG Executive Committee
FIS and AFP lead proctors
Freestyle Canada Staff

Final recommendations will be made by the JAG Executive and approved by Freestyle Canada

JAG Licensing Group Structure



Mandate:

The Licensing Group is responsible to:

- Annually review and update the certification standards and process for all Freestyle Canada judges
- Review upgrade requests
- Develop competency assessment tools in conjunction with the Performance and Education Groups
- Update and maintain judges information database
- Annually present their license upgrade recommendations to JAG and Freestyle Canada for approval
- Publish an annually updated registry of judges licenses to post on the website and share with all stakeholders with the support of Freestyle Canada staff by July 1 and update as needed
- Ensure that judge's data including requirement for upgrades etc are maintained annually

Every 3 years in April all of Freestyle Canada's current licensed FIS A&B, and AFP Silver, Gold, Platinum will have the opportunity to nominate (with input from groups below) and elect Proctors for the upcoming year. The process will be conducted by the Licensing Group Co-Chairs and Freestyle Canada staff.

Nominations for representatives can be put forward by

JAG Executive Committee

FIS and AFP lead proctors

Freestyle Canada Staff

Final recommendations will be made by the JAG Executive and approved by Freestyle Canada

Specific JAG Role Descriptions:

JAG Chairperson:

- The JAG executive will have the opportunity to present their individual recommendations for JAG chair, up to April 15th in an appointment year. Freestyle Canada will appoint the incoming JAG Chair highly considering the input from the JAG executive on May 1
- The chair will be a judge appointed by Freestyle Canada with minimum FIS B and or AFP Silver license
- Facilitates JAG Executive meetings
- The primary liaison and communication link between JAG and Freestyle Canada,
- Oversees that the FIS and AFP systems are functioning and reports concerns to the JAG Executive
- Responsible to check that communications including web and policy documents are up to date
- Responsible to ensure records are maintained and may assign a designated person to take on these tasks including meeting minutes, and important updates
- Helps manage the JAG Groups to stay within their timelines, and reports any gaps in completing tasks to Freestyle Canada
- Participates in PSO Team meetings, and is the JAG resource and liaison with PSO staff.
- Updates and maintains the JAG Terms of Reference

Freestyle Canada JAG Representative:

- is a staff member of Freestyle Canada, liaises between JAG and the Freestyle Canada Management
- provides technical direction from PSO Team and experts to develop domestic curriculum
- applies for project funding and oversees project contractors to support judging development as directed by JAG, the PSO Team, and the competition review team.
- oversees that JAG is meeting the needs of the Freestyle Canada competition system
- provides administrative support, technical reports/documents and resources
- provides access to database to ensure current information re: judges contact information, license, Provincial Proctors, assignments.

Reporting Structure:

JAG reports to the Freestyle Canada through the Freestyle Canada representative. Ultimately all report to the Freestyle Canada CEO.

The JAG Chair and Freestyle Canada staff member will prepare a judging report at end of season which shall be presented by April 30.

April 30 2014

Revised; July 2014

Revised: December 1st, 2016

Revised: March 29, 2017