



# DIVERSITY & INCLUSION COMMITTEE

## Terms of Reference

### Committee Purpose

The Diversity & Inclusion Committee is a Working Committee of BC Artistic Swimming. The Committee's mandate is to initiate, advise and activate support for action plans related to diversity and inclusion in artistic Swimming in British Columbia including the recruitment, advancement, and retention of underrepresented groups. The Diversity and Inclusion Committee reports to the BCAS Board of Directors.

### Committee Composition

- The Diversity and Inclusion Committee has a minimum of four members.
- The Committee Chair will be appointed by the President in consultation with the Sport Development Director and Executive Director.
- Members are selected through a call to the membership or recruitment by the Committee. Every effort will be made to ensure representation from each regions of the province: Interior, Island and Lower Mainland.
- No more than two members of the Committee can represent the same BC Artistic Swimming member club.
- Additional Members with expertise or interest in specific areas related to diversity and inclusion such as, but limited to, adaptive artistic swimming, race, religion, sexual orientation, gender diversity, age, or body type, etc. as deemed appropriate by the Chair and/or at the direction of the Board of Directors, may be appointed to the Committee.
- The Committee may form additional sub-committee to focus on specific tasks or themes as deemed appropriate by the Committee Chair.
- The Sport Development Director serves as an ex-officio member of the Committee.

### Term of Committee Membership

- The Committee Chair serves at the pleasure of the President.
- The Sport Development Director serves within the terms of their employment contract.
- Other members are appointed for up to two years by the Board of Directors, selected through recruitment by the Board or the Sport Development Chair. Consideration should be given to specific knowledge and experience in the areas of diversity and inclusion.

### Scope of Responsibility

The Committee is responsible for overseeing and guiding the development of safe and welcoming opportunities for artistic swimming in British Columbia to provide a diverse and inclusive culture and environment where there is a place and space for everyone by:

- Reviewing and critiquing Gender Equity and Trans Inclusion policies.
- Developing recruitment and retention initiatives that foster growth of the sport in underrepresented groups

- Designing inclusive marketing strategies and policies that welcome and support a diverse membership.
- Advocating for initiatives as they related to diversity and inclusion.
- Sourcing and sharing up-to-date resources for the website (anti-racism, diversity, inclusion, etc.) that reflect BCAS' commitment to continuous learning and education.
- Other opportunities that may arise or be presented.

### **Accountability**

The Committee:

- reports to the Board of Directors through the Chair and/or Sport Development Director
- will meet at least twice per year
- must work within the boundaries of the approved budget
- will submit an annual report for the Annual General Meeting, as appropriate
- will seek approval of the Board of Directors for any initiative that falls outside of the scope of the Strategic Plan or annual Operating Plan