

Terms of Reference

District League Management Committee, Youth

EODSA Operations Committee

Mandate

The District League Management Committee, Youth (DLMC) is responsible for ensuring that league play is being successfully delivered through the guiding principles in Appendix A.

Objectives

- Ensure that the structure and governing documents of the league are in place
- Ensure that league operations timelines are in place and adhered to
- Ensure that the performance measurements of each guiding principle are completed each season
- Recommend structural enhancements in consultation with the Technical Advisory Group (TAG)
- Review and finalize updates to the league rules annually
- Consider any disputes or complaints about league decisions which are elevated from members. Such complaints and disputes will not be game related as these will be heard through regular Discipline.
- Ensure that current game formats, rules, and regulations are consistent with the most up to date practices from Canada Soccer and Ontario Soccer
- Continually monitor the current and future soccer landscape and proactively plan while meeting the performance indicators set by the guiding principles

Composition

The DLMC will be composed of representatives from Club members of the EODSA that participate in development and youth league play. There will be five members of the Committee, including the Chair. Members will include one representative from each of the four Canada Soccer Club License Groups. The Executive Director is a member ex-officio of all Operational Committees and may appoint a designate to represent them. As this is an operational committee, EODSA Board members are not eligible to participate. Club Staff members are not eligible to participate. The Chair of the Technical Advisory Group (TAG) will not sit on the committee. No Club may sit a member in two consecutive terms. Quorum will consist of all four license holder representatives, with one vote each. The Chair and the Executive Director do not hold votes. For a motion to pass it must receive 75% approval. Proxy with specific direction on how to vote may be given in writing to the Chair with a copy to the Executive Director. The four Club representatives are expected to consult with and represent their whole License Group.

Reporting Structure

The Membership Committee reports to the Executive Director. Any recommendations of the Committee will be presented to the Board by the Executive Director, as written by the Committee. An expectation of the committee is that it provides a summary to the Executive Director of current discussions and recommendations. A committee member who disagrees with the summary can provide supplementary notes. The committee Chair will be copied on all Executive Director reports to the Board.

Appointment Duration

The Executive Director will remain on the committee by virtue of their role. The other members of the committee will serve one-year terms which dissolve immediately after the EODSA Annual General Meeting. Details of how the Club Members are appointed is in appendix A. The Chair may serve a maximum of three consecutive terms and is appointed by the Board of Directors.

Meetings

The Committee will meet at the call of the Chair, at least four times annually and conduct correspondence and teleconferences at the discretion of the Chair. In the first week of December each year, the DLMC will hold a Town Hall with all affected Clubs to discuss changes to the League Rules and Regulations. Any changes to the League Rules and Regulations will require 75% approval of the DLMC at a meeting following the Town Hall.

Review & Approval

The Board will review the committee's Terms of Reference and performance annually. The DLMC will, as part of the annual review of each employee, or at season end for a contractor, provide input on specific performance areas, through the Executive Director. Daily management of staff and contractors will be the responsibility of the Executive Director.

Version Control

Date	Version Number	Created by	Reason
September 2021	1.0	VLowe,REhlebracht	Draft
October 2021	1.1	Vlowe	After mtg with President and DLMC Chair
October 2021	1.2	Vlowe,REhlebracht	After further consultations, add guiding principles
October 2021	1.3	VLowe	Add restriction of TAG Chair sitting on committee
October 2021	1.4	VLowe	Following
November 2021	1.5	VLowe, REhlebracht	Approved by Board of Directors

Appendix A

Guiding Principles

Player Focused - Decisions will be made with player development and the best interests of the majority of players prioritized

Diverse and Inclusive - Fairness and accessibility for all member Clubs and their players

Efficient - Maximum productivity with minimum wasted effort and expense

Resilient - A strong foundation with the ability to be quickly modified

Structurally Sound - Clear definitions of governance and operations with clearly defined roles and responsibilities

Communicative - Clear, timely, consistent communications and appropriate consultation across all key stakeholders

Appendix B

Rotation of Club Committee members

For the inaugural season (Outdoor 2022) there will be a random draw to choose which Club is placed on the first DLMC. From there, the rotation will be alphabetical:

National License Group

- Ottawa South United
- Ottawa TFC
- West Ottawa Soccer Club

Provincial 2 License Group

- Nepean Hotspurs
- Ottawa Gloucester Hornets
- Ottawa City SC
- Ottawa St. Anthony's SC

Provincial 1 License Group

- Carleton Place SC
- Kemptville SC
- Ottawa Futsal Club
- Ottawa Internationals SC
- Rockland United SC
- Seaway Valley SC

Quality Service Provider

- Deep River SC
- Glengarry SC

- Perth SC
- Petawawa SC
- Russell SC
- West Carleton SC

Should a Club be added or removed from their grouping, the group will be adjusted starting with the following calendar year and the new Club will be placed alphabetically in their grouping.