



Executive Director Report to 2016 AGM

Report Date	June 20 th , 2016
Submitted By	Tracy Bradley

Past Year's Work

Adoption/implementation of the CCES anti -doping program

In 2015, Orienteering Canada took a big step towards in formally adopting the CCES (Canadian Centre for Ethics in Sport) anti-doping program. This is an important step in the development of our HPC program and in compliance towards eligibility with Sport Canada.

In addition to adopting the program, there are a lot of details behind the scenes in this area- cleaning up our current policies so that the program is easily understandable, creating and maintaining a good partnership with CCES.

In addition, we are required to participate in semi-annual meetings to discuss how the program is running, testing results, education updates which are specific for Orienteering. We have completed our first meeting in April with another meeting scheduled for the fall.

Upcoming: *Charlotte MacNaughton and I are doing a policy review in this area and we are working to get more information up on our website about the program.*

National Coaching Certification Program (NCCP) Competition Introduction

This has been a busy and critical year for the Competition Introduction program. Bill Anderson had been the lead on this initiative and I am happy to assist in this major project area.

This year saw the completion of a coach workbook, coach reference materials, learning facilitator guide, and Powerpoint slides. In addition, we have completed an NCCP operations manual which is critical in keeping our program up to date and having all information together.

Most recently, I have been working on the translation of the above documents while Bill is working on completing an updated coaching page for our website as well as links and tools from the Coaching Association of Canada (CAC). We plan to have the coaching web page updated in both French and English.

In addition to the completion of the project, Bill and I were very busy working towards conditional approval from CAC. Condition approval requires a panel (our consultant from CAC, another consultant from CAC, a professional from another sport and an outside academic or Master learning facilitator. The panel is responsible for reviewing all our materials and asking questions/clarifications at a meeting with all those involved. We were so glad to receive conditional approval on May 15, 2016. Since then, we have been busy cleaning up, editing all the little areas they asked us to improve before proceeding to final approval which we hope to submit late summer or early fall.

Undertaking the development of an NCCP context is not an easy task. It is countless hours, tedious and often repetitive work, piloting, re-working, countless meetings with your consultant etc. I can't emphasize enough how much work Bill has done. I'm so happy to co-pilot this project with him and I couldn't be prouder of how the finished product looks.

Overview of financial support from Coaching Association of Canada

2015 Support

- \$3000.00 "Support to sport funding" – to assist in the development of Competition Introduction
- \$1500.00 "Sport developer- Special funding" Orienteering Canada applied for special funding to assist in the costs of bringing new Learning facilitators together and running a training workshop in Ottawa.
- \$500.00 "Translation" support for the translation of our evaluation tools.

2016 Support (confirmed)

Our funding levels remain the same from the Coaching Association of Canada (CAC) - 2016 funding levels are as follows:

- \$3000.00 "Support to sport funding"
this is to assist Orienteering Canada in training coach developers and any other support needed to get the competition introduction program off the ground.
- \$5000.00 in translation assistance. This is a huge benefit to us and is a requirement of both CAC and Sport Canada. We are currently almost finished translation of all necessary documents.

Other

Orienteering Canada is also an active participant in monthly partner calls and participates on committees that impact our sport. We also attend all National Sport Organization meetings, partnership days and Petro Canada Sport Leadership meetings. We are seen as a good partner to CAC and we are called upon to participate on working groups, panels and give feedback on a variety of issues. This past year Charlotte, Anne and myself were present in Winnipeg for the Sport Leadership conference and Bill Anderson and I attended many meetings including the National Sport Organization day in early June where 65 sport leaders came together.

Upcoming: Prepare for final approval, complete last phase of translation, update website, focus on training coach developers- evaluators and learning facilitators

Committee involvement

Coaching- while the committee itself isn't overly busy at this time, I'm happy to provide assistance and knowledge in the overall project scope of both the project and direction of the program.

Officials- Provide assistance to the Officials committee as needed, participate in meetings.

Major Events Committee- Participated in the first MEC meeting.

Committee Involvement Con't

LTAD Committee- Attend committee meetings and assist as needed.

New Participant Recruitment Committee- Not active this year.

Strategic plan

Anne Teutsch and I continue to work on the strategic plan with the board and a small committee. I first need to thank all those who took time to answer our questionnaire earlier this year. We received more feedback than anticipated and the responses were candid and very helpful. We have hired an external expert to guide the board through this process

Upcoming: Completion of strategic plan by late fall and operational plan soon afterwards

Other areas of involvement

Club Connect Calls- one of the newer initiatives we started in the past year were the Club Connect Calls. We will pick a topic that we are getting a lot of questions on or areas that we would like to hear from you.

Insurance - I am responsible for all insurance requests and request for information at the end of the year. I'm in fairly regular communication with our insurer and have a good handle on our risk management procedures.

National Orienteering Week - This year I worked with Charlotte in updating the toolkit and getting promotional information out.

Jr. Programs - It was a pleasure to participate in this project. Thank you to Jeff and Kate for their work and to Kitty Jones for leading this initiative with her Sass Peepre Committee

General Administration - Handle all general correspondence, prepare materials and agenda for monthly board meetings, participate in Executive Committee meetings.

Additional Notes

In closing, I would like to thank all the volunteers who devote your time and talent in every aspect of Orienteering - everything including events, officials, coaching and working with committees - I feel very fortunate to be a part of such a wonderful community.

