



Committee Name	Community Development
<b>Mandate</b>	The Community Development Committee supports the planning, development, and implementation of Volleyball Manitoba's Community Volleyball initiatives across the province. The committee provides input, guidance, and recommendations to ensure programs are accessible, inclusive, and align with Volleyball Manitoba's strategic priorities for grassroots development
<b>Key Responsibilities</b>	<ul style="list-style-type: none"> <li>• Support the creation and growth of Community Youth Volleyball and bilateral opportunities throughout Manitoba.</li> <li>• Contribute to the development and review of procedures, resources, and program materials to promote consistency and quality in delivery.</li> <li>• Assist with the identification, recruitment, and onboarding of community partners, coaches, and facilitators.</li> <li>• Provide feedback and insights on program operations, promotion, and evaluation.</li> <li>• Collaborate with other Volleyball Manitoba committees and partners to align youth initiatives with broader organizational goals.</li> <li>• Undertake additional tasks as assigned by the Executive Director or the Board of Directors.</li> </ul>
<b>Composition</b>	<ul style="list-style-type: none"> <li>• Chairperson: Appointed by the Board of Directors.</li> <li>• Members: 2–3 volunteer members, including at least one current Volleyball Manitoba Board member.</li> <li>• Staff Liaison: Program Manager (Community Youth Volleyball).</li> </ul> <p>Efforts will be made to ensure diversity in committee membership, including gender balance, regional representation, and a variety of relevant experiences.</p>
<b>Authority</b>	<p>The committee is advisory in nature and operates under the authority of the Volleyball Manitoba Board of Directors.</p> <ul style="list-style-type: none"> <li>• The committee may make recommendations to the Executive Director or Board for consideration and approval.</li> <li>• Working groups may be established to support specific initiatives.</li> <li>• The committee's annual plans and budget allocations require approval from the Executive Director.</li> </ul>
<b>Appointment / Terms</b>	<ul style="list-style-type: none"> <li>• The Board of Directors appoints the Chairperson.</li> <li>• The Chairperson, in consultation with the Executive Director, nominates additional members for Board approval.</li> <li>• Terms are for one year, renewable annually to a maximum of six consecutive terms.</li> <li>• Nominations from the volleyball community may be solicited to ensure broad engagement and representation.</li> </ul>



<b>Meetings</b>	<ul style="list-style-type: none"> <li>• The committee will meet a minimum of 2–3 times per year, virtually or in person, as required.</li> <li>• Additional communication and collaboration will occur through email or other digital platforms.</li> </ul> <p>Meetings will be called by the Chairperson in consultation with the Program Manager.</p>
<b>Resources</b>	<p>Volleyball Manitoba will provide reasonable administrative and logistical support to enable the committee to fulfill its mandate, within the limits of the approved budget.</p>
<b>Reporting</b>	<ul style="list-style-type: none"> <li>• The Committee Chair, with support from the Program Manager, will prepare a written report for the Board of Directors at least one week prior to each Board meeting.</li> <li>• The Committee will provide written updates or recommendations to the Executive Committee as needed.</li> <li>• An annual summary of committee activities will be included in the Volleyball Manitoba Annual General Meeting report.</li> </ul>
<b>Approval</b>	<p>These Terms of Reference were approved by the Volleyball Manitoba Board of Directors in November 2025.</p>
<b>Review</b>	<p>The Committee and the Board of Directors will review these Terms of Reference annually, at the first meeting following the Annual General Meeting, and revise them as needed to reflect current practices and organizational priorities.</p>