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## **World's Committee Roles and Responsibilities**

### **“The Committee shall**

- (i) Organize a process for selecting the national team in accordance with section 03;
- (ii) Select the debaters who will represent Canada at the World Schools Debating Championships;
- (iii) Appoint the coach;
- (iv) Make recommendations regarding changes to the future selection process;
- (v) Do additional fundraising; and
- (vi) Report annually to the Board and the Annual General Meeting.
- (vii) Three times a year, the committee will release a newsletter on Team Canada events and information. These will be sent to the CSDF President on the first day of February, May and December”

Other than indicating that there will be a designated Chair selected from the members of the committee, there is very little specification about the responsibilities of the following roles:

### **Chair of the Worlds Committee Roles & Responsibilities**

- Responsible for ensuring that the by-laws outlining the responsibilities of the committee are fulfilled.
- To this end, the Chair is directly responsible for ensuring that a national team tryouts tournament is held in accordance with section 03 of the bylaws
- The Chair will call for committee votes on approving the selection of the alternate applicants to the tryouts, on approving the selection of the team to the WSDC and for any recommendations regarding changes to the future selection process
- The Chair is responsible for organizing the training camp at a time (summer/winter holidays) that is manageable for the coach and team members to attend
- The Chair is responsible for calling for committee votes on any changes to policies overseeing the supervision of the team at international events
- The Chair is responsible for preparing and submitting the Team Canada budget to the CSDF president
- The Chair is responsible for ensuring that the Team Canada newsletter is produced and released to the president
- The Chair is responsible for organizing the process for appointing the Team Canada coach
- The Chair is responsible for the annual report submitted to the AGM on behalf of the committee



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### **Worlds Officer**

#### **Roles & Responsibilities**

- Represents Canada as the voting representative at WSDC Ltd and WSDC AGM
- Confirms the official Team Canada debate representatives at international tournament
- Maintains international contacts to increase Team Canada's participation at invitational events
- Promotes Team Canada debate abroad

### **Team Manager**

#### **Roles & Responsibilities**

- The Team Manager will be named at least 60 days of every international tournament when registration commences
- At the WSDC (and most international tournaments that Team Canada attends), all teams are required to have an adult who is not the coach, designated as the Team Manager.
- The team manager is the contact person for the team and directly responsible for the supervision of team members at the tournament.
- In recent years, the CSDF supervision policy in place identifies the team manager as sharing responsibility for the supervision of the team with the coach(es) of the team
- The Team Manager supports the coach in organizing the travel plans for the team members to the WSDC and other international tournaments
- The Team Manager assists the coach in administrative duties needed to manage the team (prepares and collects acknowledgement of risk forms, informed consent, medical information, passport copies, notarized travel forms, media image consent)
- The Team Manager assists the coach in communication with stakeholders (parents, school administrators, coaches and local sponsors)