



Name: Terms of Reference - WCF European Zonal Commission

Date of Board Approval: December 15, 2014

Background

- The foundation of Zonal Commissions for Europe, America and Asia-Pacific is a result of the new WCF Constitution approved by the Member Associations at the World Curling Congress in Copenhagen in September 2013
- The European Commission comprises all WCF representatives of the European Member Associations of the WCF

Objective

- The mission of the European Commission is to ensure development and growth of curling in Europe
- The European Commission will support WCF achieving its mission

Guiding Principles

- The European Commission is the biggest WCF Zonal Commission in terms of number of Member Associations (MAs) in the curling world. The European Commission will use this position to create standards of “best practice” for how Zonal Commissions can be organized, work, perform - and deliver results – to develop curling in a successful way.
- The European Commission will work through Working Groups to ensure that it is active and delivering positive benefits to the European curling community.
- There will be at least two Working Groups set up at all times.
- Nominations for members of Working Groups shall be directed from European MAs to the WCF Board. The WCF Board shall appoint members of the Working Groups including project leaders.
- The project leaders and the European Vice President shall communicate at a strategic level to manage the flow of information between the European Commission and the WCF Board.
- The European Commission will normally meet twice a year; at the WCF Congress and at the European Championships (A and B).
- At every meeting of the European Commission each Working Group will present a report to the MAs with progress and results.

Authority/Limits of the Committee

- Each Working Group will define their own approach in order to obtain results within its specific field, this approach will be agreed with the European Vice-President.

Duration/Timelines

- The duration of each Working Group depends on progress and results
- Expected duration of a Working Group is 2-4 years.
- When a Working Group has achieved its mission, or it is clear they are not able to complete its mission, then the Working Group will be dissolved.
- Creation and dissolution of Working Groups is under the WCF Board authority

Composition

- The European Commission will be chaired by the European Vice President, who provides a direct link to the WCF Board.
- Other European WCF Board Members.
- The WCF Representatives of the European Member Associations of the WCF.

With regards the Working Groups:

- Each Working Group will comprise 3-5 members. Only citizens of European WCF Member Associations can be eligible for European Commission Working Groups

Succession Planning

- The time of service for the members of the Working Groups depends on the specific project.

Budget Required:

- The work of this commission will be done during the meetings outlined within this Terms of Reference, by teleconference calls or by electronic means.
- Any requirement for funding shall be directed through the European Vice-President to the WCF Board for consideration.

Reporting Requirements

- Regular reporting to the Board.
- The European Commission Member Associations will discuss and decide what is proper reporting requirements for commission meetings

Support

- The Secretary General (SG) will make available staff resources to the European Commission as needed and achievable within the resources available to SG.