



**judo
alberta**
THE ALBERTA KODOKAN BLACK BELT ASSOCIATION

Judo Alberta – The Alberta Kodokan Black Belt Association
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Name of the Committee
Job Description



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Policy Number
7-08

ATHLETES' REPRESENTATIVE & ATHLETE COUNCIL

The Athletes Council will be comprised of interested judoka willing to serve on the Council that are 18 years of age and are current Senior or Junior members of the Provincial Team. The Council will be revised every two years to allow new team members to become part of the Council. The Council will select one of its members to be the Athletes' Representative. The Athletes' Representative will sit as a member of the Judo Alberta Executive and hold the responsibilities of that role for a two-year term as outlined below.

POSITION TITLE: **ATHLETE COUNCIL**

PRIMARY FUNCTION

1. Determines the direction of present and future programs related to the Provincial Teams brought to the Council by the Athlete's Representative.
2. Attend the Board of Directors Meeting, usually held in August, for the purpose of determining the next year's objectives, programs, and budget. (INS-Montreal athlete is not required to attend)
3. The Athletes Council should be finalized by June 15 of every other year to be approved by the Judo Alberta Executive.
4. The membership on the Council will be a 2 year term.

GENERAL RESPONSIBILITIES AND DUTIES

1. Participate in Athletes Council meetings, a minimum of 2 times a year in person or via teleconference or online meeting.
2. Appoints a member of the Council to participate in Executive Committee meetings when the Athletes' Representative cannot attend.





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3. Develop ideas and provide content for the Judo Alberta Social Media Program in collaboration with the Judo Alberta HP Coach and Judo Alberta Executive Director.
4. Participate in the Judo Alberta branding and clothing for the Judo Alberta Provincial team
5. Update the provincial teams on any changes in policies or items of interest that might pertain to provincial team athletes.
6. Attend any Committee meeting if requested, as per Judo Alberta by-laws.

ATHLETE COUNCIL MEMBERS

1. When possible, the size of the Athlete Council should be a minimum of 4 people.
2. When possible, the Council should have male, female, and INS-Montreal representation (if there are Alberta athletes training in Montreal)
3. When possible, the council should have representation from the North (Zones 5, 6, 7, 8), Central (Zones 2, 3, 4), and South (Zone 1).
4. The Athletes Council members can recruit athletes to the council to fill the recommended regional and gender positions every 2 years.

KNOWLEDGE AND QUALIFICATIONS FOR POSITION

1. Knowledge of the sport of Judo.
2. Must be a current member of Judo Alberta.
3. Must be a member of the Judo Alberta Senior or Junior Team
4. Be a minimum of 18 years of age.
5. Must be willing to serve the two-year term.
6. Must be willing to speak during meetings and speak to athletes in a group setting and do presentations as needed.
7. Must be willing to travel to meetings, tournaments, and training camps around Alberta.

AUTHORITY AND EXPENDITURE LIMITS

1. Only the Athletes' Representative is a member of the Executive. However, a member of the Athletes Council may be appointed as the Athletes' Rep designate if the Athletes' Rep cannot attend an Executive meeting.
2. Spending on Council matters is limited to authorized travel to and from meetings, expenses when attending meetings, stationary, postage and phone calls.





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POSITION TITLE: ATHLETES' REPRESENTATIVE

PRIMARY FUNCTION

1. As a member of the Executive Committee, determines the direction of present and future programs through a constant review of program objectives, results, and accomplishments.
2. Represents the athletes on the Judo Alberta provincial teams.
3. Is the liaison between the Athletes Council and the Judo Alberta Executive Committee.

GENERAL RESPONSIBILITIES AND DUTIES

1. Participate in Executive Committee meetings, usually held from 4 to 5 times a year in person or via teleconference. (An Athletes Council member can be designated as a replacement)
2. Attend the Annual General Meeting, usually held in October. Present a report on accomplishments of the position for the year. Written and signed copy of report is to be given to the Executive Director for inclusion in the Annual Report.
3. Attend Board of Directors Meeting, usually held in August, for the purpose of determining the next year's objectives, programs, and budget.
4. Develop ideas and provide content for the Judo Alberta Social Media Program in collaboration with the Athletes Council, the Judo Alberta HP Coach and Judo Alberta Executive Director.
5. Participate in the Judo Alberta branding and clothing for the Judo Alberta Provincial team
6. Participate with the Judo Alberta HP Coach Committee in the development of team selection policies.
7. Update the Athlete's Council and provincial teams on any changes in policies or items of interest that might pertain to provincial team athletes.
8. Attend any Committee meeting if requested, as per Judo Alberta by-laws.

INTERNAL CONTACTS AND RELATIONSHIPS

1. As a member of the Executive Committee, participates in Executive meetings and has a vote on Executive motions.
2. As a Director of Judo Alberta, attends Directors' meeting and has a vote on Directors' motions.





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3. The position is for two years. If the Athlete Representative resigns before the term is over, the Athletes Council shall appoint a replacement for the remainder of the term.
4. Update the Athlete's Council following each Executive meeting and to hold a minimum of 2 formal Athletes Council meetings a year to discuss provincial team matters.
5. Represents the concerns of Provincial Team Athletes to the Executive Committee of Judo Alberta
6. Communicates Executive Committee and coaching decisions to the Provincial Team Athletes, as needed.
7. Provides liaison between the athletes and Executive Committee.
8. Acts as an observer between Provincial Team athletes and Judo Alberta in conflict situations.
9. Participates to the advancement of our sport, at the domestic and high-performance level, in a constructive manner.

AUTHORITY AND EXPENDITURE LIMITS

1. Makes decisions as a member of the Executive or as a member of the Directors. Does not make unilateral decisions involving the rest of Judo Alberta.
2. Spending on Executive and Council matters limited to authorized travel to and from meetings, expenses when attending meetings, stationary, postage and phone calls.

KNOWLEDGE AND QUALIFICATIONS FOR POSITION

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2. Must be a current member of Judo Alberta.
3. Must be a member of the Judo Alberta Senior Team or Junior Team.
4. Be a minimum of 18 years of age.
5. Must be willing to serve the two-year term.
6. Must be willing to speak during meetings at the Executive/ Council level and speak to athletes in a group setting and do presentations as needed.
7. Must be willing to travel to meetings, tournaments, and training camps around Alberta.

