

DCRA WLRC International Team

Administrative

TERMS OF REFERENCE

The Canadian WLRC Rifle Team is officially formed by the Dominion of Canada Rifle Association to represent Canada during the World Championships being held every 4 year. The Canadian team will include all categories of shooters including those participating in age restricted events. All Canadian target rifle shooters will be considered by application.

TEAM STRUCTURE:

The team will operate as a collective; however will be sub-divided by age (Under 25, Veteran, and Palma) as needed. The team as a whole will have a team captain and adjutant, and each age restricted group will have a vice-captain. Overall team size will be defined by the specific event, but it is our intention to keep the pool of shooters and coaches as large as is practicable.

ROLES & RESPONSIBILITIES:

Team Captain: Working with the Adjutant, and Vice Captains, the Team Captain will coordinate all team activities. He/She will be responsible for managing overall team communications, both internal and external. The Team Captain in concert with the Vice Captains will be responsible for making final determinations on team make-up and budget, and will take the lead role in securing sponsorship for the team.

Vice Captains: Vice Captains will be appointed for both the Under 25 and Veteran squads to help identify/address the specific needs of their group. They will work with the Team Captain and Adjutant in team selection, and help to develop and execute training plans. They will lead the appropriate age specific squad on the day of the age specific team event. (Under 25 or Veteran) The Vice Captains will have the major input on selection for their respective age specific squads.

Adjutant: Working in close partnership with the Team Captain and Vice Captains and the DCRA, the adjutant will help to manage team communications, budget and finance of the team as prescribed in the terms of reference.

Team Members: Members of the development team are expected to participate in team activities as frequently as possible.

Financial Obligations:

The team members are ultimately responsible for all team costs.

The Team Officers, consisting of the Captain, Vice Captains, and Adjutant will develop a team budget to submit to the DCRA Executive for approval within 4 months of being appointed. The budget should clearly indicate expected team assessments with a realistic timeline to cover all team costs. Any DCRA

committed funding should be included on the revenue side after consultation with the DCRA staff to aid the assessment process.

All funds collected will be held under the direct supervision the DCRA and subject to audit supervision to provide continuity and transparency for team financial activities. The Commandant and Adjutant will work with the DCRA to address specific payments and costings.

A final reconciliation of team financial activities will be created in the normal form used by the DCRA and any excess monies collected will be returned to the team members. Any money owing will be the responsibility of the team members to cover.

The Team accounts will be reconciled within six (6) months of the final day of the WLRC closing event.

TEAM COMMUNICATION:

Team members should expect regular communication through electronic means (email, website, etc.). The team intention is maintain a web forum for team members. The team officers will restore the team website and ensure that the team social media pages are maintained and updated regularly.

MEMBERSHIP:

Target Rifle shooters of all abilities interested in being part of this program are welcome provided they are members in good standing of their provincial rifle association in their province of residence, and a member of the DCRA. Members interested in being eligible to represent Canada in international matches should ensure they have full membership in the DCRA. It is expected there will be a nominal fee for team membership however this is still to be determined.

CONTACT:

If you have any questions please do not hesitate to contact the team officers; they can be reached by email at:

Team Captain:

Vice-Captain Veterans:

Vice-Captain U-25:

Adjutant: