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VP Player Development Roles and Responsibilities	September 22, 2018	1 of 1
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POLICY STATEMENT

1. The Vice President, Player Development reports to the Board on the status of key Player Development programs and initiatives.
2. Helps set Competitive Structure policy for junior and senior tennis in Ontario.
3. Chairs the **Discipline Committee** and any board committees required to help set policy for the Competitive Structure for junior and senior tennis.

RELATIONSHIPS

1. Reports to Board of Directors.
2. Works closely with the Executive Director and related staff as necessary.
3. Has a lateral relationship with all other Board members.

RESPONSIBILITY

1. May be a Chairperson of a **board committee** formed to help set policy for the Competitive Structure for junior and senior tennis (eg: ranking issues, player selection criteria).
2. Ensures that minutes are taken during these committee meetings and are distributed to the committee members, the ED and the President.
3. Is a member of the Executive Committee (EC).
4. Chairs meetings of the **Discipline Committee** and Hearing. Such committee is called within ten days of receipt of a complaint against members with respect to infractions of the by-laws and rules and regulations of the Association, the rules of Tennis Canada or for any act or practice detrimental to the interests or contrary to the ethics of tennis in Ontario.
5. In accordance with the Ontario Athlete Assistance Program (OAAP) guidelines, forms a selection committee and sport-specific selection criteria to nominate the athletes for Ontario carding status annually. The selection criteria is approved by the Executive Committee of the Association on behalf of the Board of Directors.
6. Supervises and participates as necessary in the delivery of special initiatives and programs as delegated from time to time by the President, Board of Directors or EC.
7. Meets with the membership formally and informally to promote the image of the Association and to elicit member input.



**ONTARIO TENNIS
ASSOCIATION**

**HUMAN RESOURCES
POLICIES & PROCEDURES**

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EXPERIENCE PREFERRED

1. A background as a Tennis Professional or coach is required experience.

REFERENCE POLICIES

HR1 – Abuse & Harassment

HR2 – Board of Directors’ Responsibilities for Code of Conduct, Conflict of Interest and Confidentiality

PROCEDURE DEVELOPMENT

N/A

APPROVALS

on behalf of the Executive Committee		
		Date:
President		
		Date:
on behalf of the Board of Directors		
		Date: