



# Athlete Representative on Regional Council

## Purpose:

As an “athlete centred” organisation, any decision-making group that represents people should include the very people they serve as their members. This position provides a formal process/way to bring forward athlete ideas and concerns at regional council level, and to be part of ensuring fully informed decisions are made.

## Functional Relationships:

- Regional Council Executive
- Mentor/supporter
- Athlete Representative on the Board of Trustees
- Athlete Representatives on the region’s Club Executives
- Special Olympics New Zealand staff (*The key liaison point will be the Regional Sports Coordinator*)

## Main Tasks:

- To actively and enthusiastically liaise with Athlete Representatives on the region’s Club Committees to ensure athlete opinions on issues and matters of interest are consulted in decision-making process at regional council level.
- Have an active role in the regional council as an advocate for fellow athletes.
- Liaise directly with the athlete representatives on the region’s Club Committees, local Global Messengers and the athlete representative on the Board of Trustees, on athlete issues and matters as required.
- Willingness to act as spokesperson for peer athletes in the region as and when required.

## Skill Set:

### Essential

- Current Athlete Representative on one of the region’s Club Committees
- Possess good communication skills (especially in listening & speaking)
- Have a good relationship with fellow athletes
- Be known for having or understanding the importance of fair and consistent behaviour
- Be willing to work throughout the year to gather the concerns and issues of their fellow athletes, independent of their own opinion, and bring them to the Regional Council in whatever method is set out by the council.
- Registered as a Special Olympic athlete
- An ability to maintain confidentiality when required
- Available to attend meetings and do ground work between meetings.

### Desirable

- Enthusiasm and a “can do” attitude;
- Motivational skills.

## Accountable to:

- Regional Council Chair or designated support person

## Guidelines for Regional Council Athlete Representative

Your role is to listen and talk to the athlete representative on the club committees within your region, so you can report back their successes and ideas at each regional council meeting; and ask them about their opinions on issues the regional council is discussing.

### What you need to do –

1. Work with your designated support person, (provide name), to discuss your ideas and to plan how and when you will contact club athlete representatives and global messengers in the region
2. After each regional council meeting discuss with your support person what issues in the minutes need to stay confidential, and what you are going to ask athlete representatives for feedback on.
3. After each conversation with the club athlete representatives and global messengers write a short note about what you learned - athletes' successes and ideas from their club area.
4. Attend each Regional Council meeting and present a brief report.
5. Report back to the athlete/s what was decided at the Regional Council meeting.

### Items to think about –

1. Successes - Has an athlete/s done something special e.g., attended their first event, won their first ribbon or medal, completed a coaching or referees course or just did something special?
2. Ideas – Has an athlete/s had an idea on how to make something better or, an idea about fundraising or, an idea about a social occasion or just a good idea?
3. What issues or concerns are the regional council discussing, that you can ask athletes about their opinion on, so you can report back to the council?
4. Regional Sports calendar – are athletes in each sport happy with the number of events offered in the region in their sport, or would they like more/less, at different times of the year, have more variety (e.g. swimming – have more long distance or developmental events?).