



Swim Ireland Performance Management Group Terms of Reference

## Swim Ireland Performance Management Group Terms of Reference

This document describes how the Swim Ireland Performance Management Group (PMG) is constituted within Swim Ireland and its roles and responsibilities. It also details some operational procedures as to how the Group should conduct its business.

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| <p>Review Dates:<br/>December 2020<br/>Next review date:<br/>December 2021</p> |
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## Terms of Reference

### Swim Ireland Performance Management Group

The following Terms of Reference may be subject to alteration or amendment at any time by resolution of the Swim Ireland Board.

#### 1. Composition of the Group

- 1 x Independent Chairperson
- 1 x Swim Ireland Board Member, preferably with experience and/or knowledge of Performance sport/aquatics
- 1 x Ex-Performance Athlete
- 1 or 2 x Further Independent Members, preferably from a Performance background from another Olympic or Performance sport – one of whom may be the Chairperson
- 1 x Swim Ireland National Performance Director
- 1 x Swim Ireland Performance Manager (Ex-Officio & Minute Taker)

Each representative shall be nominated in accordance with general Swim Ireland principles with respect to nominations. Members of the Group shall hold office from the conclusion of the Swim Ireland AGM until the conclusion of the following Swim Ireland AGM

#### 2. Communication & Authority Structure

- The Group is a sub-group of Swim Ireland and should be seen as a 'check and challenge' forum for the National Performance Director. It is an advisory consultative body as opposed to a decision-making body
- Members of the Group who are not members of the Swim Ireland Performance Team will be required to sign a Confidentiality Agreement
- The Group shall meet (actually or virtually) on a minimum of two occasions per annum
- An annual budget to support the objectives will be built into the annual Performance budget
- The Performance Manager will collate minutes and/or information for the National Performance Director within ten days of such meetings and prior to the implementation of any recommendations arising from Group activity
- The Group shall provide any additional information requested by the Swim Ireland Board and/or the CEO
- Matters discussed at meetings will remain confidential unless otherwise agreed

#### 3. Role

The Performance Management Group shall provide scrutiny over the cyclical Performance strategy, as well as providing ideas and/or solutions as required.



#### **4. Specific Responsibilities**

The Group shall consider the following strategic objectives:

- How to accelerate the development of a world leading daily Performance environment
- How to work proactively to develop and maintain a Performance driven culture within swimming and diving
- How to evolve and develop a world class pathway that is capable of delivering podium prepared and medal winning athletes
- How to ensure that identified athletes are supported to develop and understand an appropriate individualised performance plan aligned to 'what it takes to deliver a lifetime best performance on the day that matters'
- How to develop and implement an educational programme for parents/guardians of programme athletes which supports transition to athlete independence
- How to create and nurture a world leading swimming/diving staff
- How to develop international influence that is proactive and effective

#### **5. Resources**

The Group members shall be entitled to claim mileage and subsistence expenses during their time in role in the Group pursuant to standard Swim Ireland Board Policy on expenses. Accommodation expenses must be approved in advance through the Performance Manager who will handle all bookings.

**END.**

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