



MASTERS ADVISORY GROUP TERMS OF REFERENCE

1. Purpose

To support the continued growth and development of masters hockey in New Zealand by ensuring a community perspective on masters hockey is provided to Hockey New Zealand on issues relating directly to masters hockey.

2. Intended Outcome and goals

To encourage more people to participate in masters hockey (35+).

Assist Hockey New Zealand in the provision of participation opportunities and initiatives throughout New Zealand which are aligned to masters hockey, including but not limited to; masters hockey summer and winter competitions, National Masters Hockey Tournament, and New Zealand Masters hockey teams.

3. Key Responsibilities

Masters Advisory Group members are expected to:

- Attend and actively participate in Masters Advisory Group meetings
- Actively engage with local Associations and respective Masters Committees
- Provide masters hockey information to their networks e.g. Associations, current masters hockey teams, social media, newsletters, emails
- Bring master's hockey issues and opportunities to the Masters Advisory Group
- Assist Hockey New Zealand to canvas the views of the wider masters hockey community
- Support Hockey New Zealand decisions & maintain a solution focussed approach.
- Advocate for and on behalf of all masters hockey participants.
- Support opportunities for masters age athletes to participate in hockey, either through playing, officiating, coaching, managing or otherwise
- Advise and input into masters hockey participation programmes run by Hockey New Zealand
- Provide advice when needed to Hockey New Zealand on matters of coaching, selection and management of national New Zealand Masters teams
- Advise on matters relating to policy and strategic development in creating more opportunities for masters age athletes to participate in hockey.

4. Membership

The Masters Advisory Group will include up to five (5) members who represent five geographical areas across the country including: Upper North Island, Central North Island, Lower North Island/Upper South Island, Central South Island, Lower South Island (appendix 1.0).

Criteria for the Masters Advisory Group are as follows:

- To have been involved in masters hockey within New Zealand in a capacity as player, coach, manager, official or administrator
- To have a thorough understanding of the Hockey New Zealand structures and systems for adult participation
- To reside within New Zealand
- To be enthusiastic, energetic and pro-active
- To be committed to attending meetings regularly
- To be able to work well within a team with fairness, integrity and respect for others
- To collectively have the broad range of skills and experience required for the group to fulfil its purpose.
- Endorsed by their local Association

The Master's Advisory Group membership will be sought through: Associations, current masters hockey community, and past Masters Hockey Council members. The makeup of the group should reflect all genders, interests, geographical spread and ages of masters hockey.

5. Selection of Masters Advisory Group Members and Term of Appointment

Hockey New Zealand will facilitate and notify the wider hockey community when applications for membership is available. People interested in applying for membership of the Masters Advisory Group will be asked to complete the appropriate application form and be endorsed by their local Hockey Association which Hockey New Zealand reserve the right to contact.

Appointment to the Masters Advisory Group will be made by a panel comprising of Hockey NZ Community Hockey Manager Participation, Hockey NZ General Manager Community and Events, and all existing independent members of the Masters Advisory Group.

The term of appointment will be three years and any one person can be a member of the advisory group for up to two terms.

The term of appointment can be less than three years if a member:

- resigns
- misses more than 3 consecutive meetings

If a Masters Advisory Group member needs replacing, a replacement will be found via the aforementioned process however that person shall only be appointed for the remaining period of the term.

6. Reporting

The Hockey New Zealand Community Hockey Manager Participation will report on the activities and issues of the Masters Advisory Group to the Hockey New Zealand CEO and the Hockey New Zealand Board when it meets as needed.

7. Operation and Miscellaneous

- Hockey New Zealand will oversee the administration of the Masters Advisory Group. The
- The Hockey New Zealand Community Hockey Manager Participation will prepare the agenda for quarterly meetings.
- The Hockey New Zealand Community Hockey Manager Participation will take minutes of the meetings to allow members to concentrate fully on issues at hand.
- All members will receive information explaining the role of the Masters Advisory Group
- The Master's Advisory Group must operate within the constraints of budget support and availability.
- Masters Advisory Group members are to report any potential conflicts of interest to Hockey New Zealand as soon as possible
- Master's Advisory Group members must not bring Hockey New Zealand or the sport of Hockey into disrepute through their actions
- If you are unable to attend a meeting you will need inform the Hockey New Zealand Community Hockey Manager Participation in a timely manner (at least two business days prior to the meeting occurring).

Any behaviour that is deemed negative may result in termination of Masters Advisory Group membership. This will be required to go through the CEO of Hockey New Zealand for a decision to be made.

The Master's Advisory Group member in question may represent themselves, with or without support, but the CEO will have the final say and no further discussion will be entered.

8. Review of terms of Reference

The Terms of Reference will be reviewed every two years. Any suggestions for changes will need to be an agenda item for a Masters Advisory Group meeting. All changes to the Terms of Reference will be subject to the approval of Hockey New Zealand.

Appendix

1.0 Geographical Relationship

Role	Associations
Upper North Island	Northland North Harbour Auckland Counties Waikato Thames Valley
Central North Island	Tauranga Bay of Plenty Poverty Bay Taranaki Hawkes Bay Central Hawkes Bay Wanganui Ruahine Dannevirke Manawatu Horowhenua Rangitikei
Lower North/Upper South	Wairarapa Wellington Nelson Marlborough Buller
Central South Island	Westcoast Canterbury Malvern Mid Canterbury South Canterbury
Lower South Island	North Otago Otago Central Otago Eastern Southland Invercargill