



# WRESTLING WA

## EVENTS SUBCOMMITTEE: TERMS OF REFERENCE

### INTRODUCTION

The Events Subcommittee is a vital component of Wrestling WA, the volunteer-run association responsible for promoting and developing Olympic wrestling in Western Australia. This document outlines the Terms of Reference (TOR) for the Events Subcommittee, which will be tasked with planning, organizing, and executing wrestling events in the state of Western Australia. The purpose of these events is to foster growth, participation, and excellence in the sport of wrestling, and provide a sporting performance pathway for high performing athletes.

### OBJECTIVES

The Events Subcommittee's primary objectives are as follows:

1. **Event Planning:** To develop a comprehensive and diverse calendar of wrestling events that cater to different age groups, skill levels, and wrestling styles.
2. **Event Organization:** To ensure efficient and effective event organization, encompassing logistics, staffing, facilities, equipment, and safety measures.
3. **Participant Engagement:** To actively promote and encourage participation from athletes, coaches, officials, and volunteers, while also engaging with the wider wrestling community in Western Australia.
4. **Event Promotion:** To implement strategic marketing and communication initiatives to raise awareness about wrestling events, thereby attracting spectators, sponsors, and media coverage.
5. **Financial Sustainability:** To manage event budgets responsibly and explore revenue-generating opportunities to support the growth and continuity of Wrestling WA's activities.

### COMPOSITION

The Events Subcommittee shall consist of a minimum of three (3) and a maximum of seven (7) members, including:

1. **Chairperson:** A Board member of Wrestling WA shall lead the Events Subcommittee, responsible for overseeing its activities, reporting progress to the Board, and coordinating with other committees as required.
2. **Members:** Additional members may include representatives from within the Board or individuals with expertise in event management, sports administration, marketing, or other relevant fields.
3. **Co-opted Members:** The Events Subcommittee may co-opt individuals with specialized skills or knowledge for specific tasks or events as needed.



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## ROLES AND RESPONSIBILITIES

### 1. Chairperson:

- Provide overall leadership and guidance to the Events Subcommittee.
- Schedule and chair regular meetings to plan, organize, and review events.
- Collaborate with other Wrestling WA committees to ensure alignment of event objectives with the organization's strategic goals.
- Liaise with the Board to seek approval for major decisions, budgets, and event proposals.

### 2. Members:

- Contribute actively to event planning and organization, bringing innovative ideas and best practices.
- Undertake specific responsibilities as assigned by the Chairperson, such as logistics, marketing, finance, etc.
- Assist in securing sponsorship opportunities to support event funding.
- Act as ambassadors for Wrestling WA, encouraging participation and promoting events to the wider wrestling community.

### 3. Co-opted Members:

- Provide expertise and support in their respective areas of specialization.
- Collaborate closely with the Subcommittee members to achieve event objectives.

## DECISION-MAKING

The Events Subcommittee will make decisions through consensus whenever possible. In the event of a disagreement, the Chairperson will have the casting vote to facilitate timely resolutions.

## REPORTING

The Events Subcommittee will report its progress, plans, and any major decisions to the Wrestling WA Board regularly, as determined by the Board's reporting schedule.

## DURATION

The Events Subcommittee shall operate continuously throughout the year, with no fixed term. However, its membership composition may be reviewed periodically to ensure diverse representation and optimal functioning.

## AMENDMENT OF TERMS OF REFERENCE

Any proposed amendments to these Terms of Reference must be submitted in writing to the Wrestling WA Board for approval. Amendments, once approved, will be incorporated into this document and communicated to all relevant parties.

Written	Amy Teo, Treasurer	21 July 2023
Approved and Adopted	David Barns	15 August 2023
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