

Dances with Dogs Committee Charter

1. Purpose

- a. To advance and administer the activities of Dances with Dogs.
- b. **To prepare a budget, for submission to and approval by the Finance Committee, for the activities of the committee for the following year.**
- c. To review applications for trial dates and, in conjunction with the Calendar ~~and Affiliates Coordinator &~~ **Events Committee**, prepare an appropriate program of trials for future years.
- d. ~~To make alterations to the published program where necessary due to the exigencies of competition.~~
- e. To conduct seminars and conferences ~~of~~ **for** members, clubs or delegates ~~to discuss relevant matters.~~
- f. To be responsible for the conduct of **Dances with Dogs** competitions as appropriate.
- g. To conduct training programs for judges, stewards and competitors by:
 - i. Providing education and training programs;
 - ii. Provision of counselling, remedial and support structures;
 - iii. To be responsible for the setting and evaluation of all Dances with Dogs judges' theory and practical examinations in Victoria.
- h. ~~To be responsible for~~ **Recommend** the approving/granting of all Dances with Dogs judges' licences in Victoria.
- i. Monitor the performance of clubs within the discipline and, ~~in conjunction with the CRR committee if applicable,~~ provide assistance and/or guidance.
- j. Make recommendations to Management Committee on applications for affiliation by clubs within the discipline.
- k. To make recommendations to Management Committee on any matters that impact upon the discipline.
- l. To liaise with like committees in the other states and territories and the ~~ANKC's~~ **Dogs Australia National Dances with Dogs Committee** and make proposals and recommendations on actions to that committee.
- m. To facilitate the testing of suspended dogs as required.

2. Committee Membership

- a. The committee shall ~~be made up of up~~ **consist of a maximum of** six Dogs Victoria members appointed by Dogs Victoria Management Committee.
- b. Management Committee may appoint one of its members to the committee.
- c. New members - ~~either The committee chair or Management Committee~~ shall request a "CV" detailing relevant experience for approval by Management Committee prior to ~~the~~ **an** appointment being confirmed
- d. Appointed committee members may be removed and/or replaced by the Management Committee.
- e. The appointment of all committee members shall be for a period of ~~one~~ **two** years and subject to ~~annual~~ review by Management Committee.
- f. The committee may elect its own chairperson, and deputy chairperson, from within the committee, annually.
- g. The committee is to nominate one of its members for the position of Dogs Victoria **delegate on the Dogs Australia ANKC National Dances with Dogs Committee** delegate.

3. Meeting Frequency

- a. The committee shall meet as often as it determines necessary but not less frequently than on a quarterly basis.
- b. **Meetings may be held in person or electronically.**

- c. The committee may request the attendance of the CE or members of the Management Committee as long as 14 days' notice is given.
4. Matters for Dogs Victoria Management Committee
 - a. The minutes of each committee meeting shall be forwarded to the Performance Lead Committee within seven days of ratification.
 - b. Actions for Dogs Victoria Management Committee should be placed on a face sheet attached to the minutes and forwarded to the Performance Lead Committee.
 5. Other Matters
 - a. The committee shall provide a report for the Annual Report by ~~15 December~~ **1 January** of each year.
 - b. The chair shall participate in meetings of the Performance Lead Committee.
 - c. ~~Prior to the end of May each year the Finance Committee chair to contact Dogs Victoria subcommittees that run events to prepare a budget for the subcommittee's next event/s. (added 11/07/23)~~
 6. Location of Meetings
 - a. ~~That the committee considers where members reside when deciding where meetings are held.~~

Office/Committee Liaison – Michaela Andrejic

Calendar Coordinator – Erica Hunter