



AAI Juvenile Competition Committee Terms of Reference

Version	Date Board Approved	Author	Changes
1.0	24 th February 2020	CEO	New Version
1.1		Chair of Juvenile Competition / Governance Committee	General review and tidy. Gender balance in composition and update of primary responsibilities
1.2	27 th of May 2024	Secretary of Juvenile Competition	Inclusion of Chair and Secretary on the Panel for Officials appointments
1.3	3 rd February 2025	Chair and Secretary of Juvenile Competition / Governance Committee	Update on Roles, Inclusion of Chair on Commission, Update of Primary Responsibilities
1.4	29 th May 2025	Chair and Secretary of Juvenile Competition	Update on Roles
1.5	22 nd January 2026	Chair and Secretary of Juvenile Competition / Governance Committee	Update on Events and Removal of Roles

The following Terms of Reference shall be reviewed and determined from time to time by the Athletics Ireland Board in consultation with the AAI Juvenile Competition Committee.

ROLE

The role of the AAI Juvenile Competition Committee is to organise and deliver the Juvenile National Championships for Athletics Ireland and support and represent its juvenile members, their affiliated clubs and regions with their involvement in athletics and contribute to the delivery of the Athletics Ireland strategic plan.

The Committee is also tasked with the selection and management of International Development teams as appropriate.

The Committee also undertakes to organise and deliver the annual AAI Juvenile Star Awards.

The Committee shall be involved in drawing up and overseeing the annual budget for their competitions and the above named Internationals and AAI Juvenile Star Awards.

COMPOSITION / APPOINTMENT

The AAI Juvenile Competition Committee shall consist of a Chair elected at Congress who shall sit on the Competition Commission. Five further members of the committee shall also be elected at Congress. One additional member may be nominated by the Chair to the Board for ratification and appointment to the Committee with four provincial representatives also appointed to the committee. The Athletics Ireland National Children's Officer will be a non-voting member of the committee.

The President shall be an ex officio member of this principal committee.

The CEO and Director of Competition both have a standing invitation to attend all meetings unless otherwise advised by the Chair.

The committee shall aspire to achieve 40% gender balance in its composition.

PRIMARY RESPONSIBILITIES

- Oversee the AAI Juvenile Championships for Athletics Ireland clubs and members
- Support Athletics Ireland committees with input and consultation as required
- Oversee in the development and refinement of principles, concepts and strategies that will strengthen the development of juvenile athletics
- Revise and update the AAI Juvenile competition materials as required
- Oversee the development of AAI Juvenile athletics related input during Athletics Ireland strategic planning process
- As required, recruit and organise volunteers to assist in the development and implementation of AAI Juvenile Championships
- Oversee the implementation of the Athletics Ireland Child Safeguarding Plan and maintain awareness and understanding of child protection matters
- Work with the Director of Competitions and the National Children's Officer as appropriate
- Receive the support of Marketing to disseminate information pertaining to our competitions, International Opportunities, and AAI Juvenile Star Awards.
- Communicate with the HP Team Services department with regards to International gear and travel.

- Oversee the development of annual operational plans and budgets for juvenile competitions, International Opportunities and AAI Juvenile Star Awards and be accountable for their delivery
- Ensure through regular review, that the activity of the committee remain in line with the Mission, Vision, Strategy and Values of Athletics Ireland.
- Look for best practice in other comparative organisations, regions and compare this to the current strategy.
- Seek to promote Athletics through modern media platforms.
- Chair and Secretary are also on the panel for Officials appointments.

There are a number of events throughout the year that the committee are tasked with organising;

1. National competitions pertaining to juvenile athletes.
2. International development opportunities where applicable to juvenile athletes representing Ireland.
3. AAI Juvenile Star Awards.

PROCEDURES

The AAI Juvenile Competition Committee shall meet at least four times per year. The AAI Juvenile Competition Committee shall report regularly to the Board and make whatever recommendations it deems appropriate to the Board. Committee members are entitled to receive the approved AAI mileage rate for all business-related travel during their time in office. Accommodation expenses must be approved in advance through the Athletics Ireland office. The Board's Annual Report will include a section outlining the role and activities taken by the AAI Juvenile Competition Committee to fulfil its actions during the year.