USRowing Association

JUNIOR HIGH PERFORMANCE COMMITTEE CHARTER

I. General Statement of Purpose

The Junior High Performance Committee (“JHPC”) is a Standing Committee of the United States Rowing Association (“USRowing”), as defined by Article V of the By-Laws of USRowing (the “By-Laws”).

A. Purpose

The purpose of the JHPC shall be to define, in consultation with the Director of Youth Rowing (the “DYR” who, for the purposes set forth herein shall be the functional equivalent of the “Junior National Team’s High Performance Director” as specified in Section 45(B) of the By-Laws) and coaches, the plans and programs for the training and selection of teams to represent the United States in international competition at the Junior level only. The purpose of the JHPC shall be specifically focused on competition at the Junior World Rowing Championships and Youth Olympic Games and shall not encompass the purposes of the High Performance Committee or the Para High Performance Committee, each as defined by Article V of the By-Laws, which shall be governed by separate charters.

The JHPC shall provide advice, guidance and suggestions to the DYR, as may be requested by the DYR from time to time, concerning the development, integration and operation of all aspects of the Junior National Team system. Such system encompasses youth programs that include, without limitation, winter camps, the Youth Rowing Challenge, the Olympic Development Program, the U19 National Team, CanAmMex, high performance camps and coaching development.

B. Duties

Each member of the JHPC shall be bound by the same duties of care and loyalty applicable to the Board of Directors of USRowing (the "Board"), including, but not limited to, duties relating to confidentiality, conflicts of interest and adherence to SafeSport rules and regulations set forth in written undertakings executed by such members as well as the written policies of USRowing.

II. JHPC Composition

The JHPC composition shall be in accordance with the By-Laws, as may change from time to time. At present the JHPC shall be composed of six (6) members, which number may change through amendment to this Charter.
1. Two (2) members of the JHPC shall be Athlete Members (as defined in the By-Laws; provided, however, that no such member shall be under the age of 18 nor a current junior athlete) ("JHPC Athlete Members"). The JHPC Athlete Members shall consist of one male JHPC Athlete Member and one female JHPC Athlete Member.

2. Four (4) members of the JHPC shall be non-Athlete Members ("At-Large JHPC Members"). At-Large JHPC Members shall be appointed by the Board, after nomination by the Nominating Committee in consultation with the DYR, the Chief Domestic Officer and the CEO, based on their expertise in high performance rowing, commitment to the sport of rowing, knowledge and experience with junior rowing, and ability to make the required investment of time and energy to the JHPC and the JHPC’s business.

3. Immediately following the election and seating of the At-Large JHPC Members, the JHPC shall nominate and elect a Chair of the JHPC, who shall serve in such role for a two (2) year term (subject to re-election but in no event exceeding the remainder of such person's term as a member of the JHPC, and subject to earlier removal from the role of Chair by the Board). All members of the JHPC shall be eligible to act as Chair of the JHPC.

4. The Chair of the JHPC shall convene meetings of the JHPC and shall chair all JHPC meetings. The Chair of the JHPC shall ensure that the JHPC acts consistently with its internal rules and procedures, as well as such requirements as may be mandated by the Board. The Chair may act as a primary point of contact for outside parties with respect to matters within the scope of the JHPC’s work and responsibilities.

III. Terms

As provided in the By-Laws, the term of office for each JHPC member shall be four (4) years, to commence on January 1 immediately following his or her election, and no member of the JHPC shall serve more than three (3) consecutive terms. At-Large JHPC Members shall be elected every four (4) years, in the December immediately following the Summer Olympics. JHPC Athlete Members shall be elected by a vote of the Athlete Members of USRowing every four (4) years, in the December of the year following the Summer Olympics (i.e., one year after the election of At-Large JHPC Members). Members of the JHPC serve at the pleasure of the Board and may be removed from the JHPC in accordance with the procedures detailed in the By-Laws. Any mid-term vacancies in the JHPC shall be filled in accordance with the procedures detailed in the By-Laws.

IV. Meetings

A. General

The JHPC shall meet in person or by telephone conference or other communications equipment by means of which all persons participating in the meeting can hear each other, as deemed necessary by the Chair. The JHPC shall meet regularly as determined by the Chair or as requested by the DYR, but in no event less than six (6) times per year. The CEO, Chief Domestic Officer and DYR shall be entitled to observe and to participate in all meetings of the JHPC, but none shall serve as a member of the JHPC. Minutes shall be kept at all JHPC meetings, shall be reviewed and approved by a majority vote of the JHPC following each meeting, and shall be available for review by the Board.
B. Voting

A majority of the members of the JHPC (which shall include at least one (1) JHPC Athlete Member) shall constitute a quorum for purposes of holding a meeting. The JHPC may act only by vote of a majority of the JHPC members present. In lieu of a meeting, the JHPC may act by unanimous written consent. Where no majority exists, and the DYR does not have a conflict of interest or is otherwise unable to act with respect to the matter in question, the DYR will vote as the tie-breaker. Where no majority exists, and the DYR has a conflict of interest or is otherwise unable to act, the Chief Domestic Officer will vote as the tie-breaker. Where no majority exists, and both the DYR and the Chief Domestic Officer have conflicts of interest or are otherwise unable to act, the CEO (acting in consultation with the Board as he or she may deem necessary or advisable) shall be the tie-breaker.

V. Scope of JHPC Functions

The following responsibilities are set forth as a guide for fulfilling the JHPC’s purposes, with the understanding that the JHPC’s activities shall not be limited solely to such matters, as circumstances may require.

A. Matters Related to Oversight

The Board shall have full oversight rights and responsibilities over the JHPC, including access to the DYR, the JHPC members and all information necessary or advisable for the exercise of its oversight function. For the avoidance of doubt, it is understood that the Chief Domestic Officer has oversight rights and responsibilities over the DYR and the DYR has oversight rights and responsibilities over the Junior National Team Head Coach. The JHPC shall not have any management power or authority over the Chief Domestic Officer, the DYR or the Junior National Team Head Coach.

Notwithstanding the foregoing, the DYR shall (i) regularly communicate with the Chair of the JHPC, (ii) consult regularly with the JHPC and (iii) consult at least weekly with the Chief Domestic Officer, and will take into consideration the views of the Chair, the JHPC and the Chief Domestic Officer. The JHPC shall assist (x) the Chief Domestic Officer in evaluating performance matters related to the DYR and (y) the DYR in evaluating performance matters related to the Junior National Team Head Coach. The JHPC shall provide the Board an annual written summary of such performance of the Junior National Team Head Coach, as evaluated, assessed and conveyed to it by the DYR. The JHPC shall report promptly any concerns or issues to the Board if and when such concerns or issues arise. The JHPC shall not be expected or required to provide any formal performance evaluations of the Chief Domestic Officer or the, DYR except as specifically requested by the Board.
B. Matters Requiring a Vote of the JHPC

1. Matters Related to Junior National Team Selection
   
i. The Junior National Team Head Coach, acting under the oversight of the DYR, shall consult with the JHPC to formulate plans for the Junior National Team selection procedures and present each plan to the JHPC for approval (a “Junior National Team Selection Procedure”). A Junior National Team Selection Procedure may not take effect without the approval of the JHPC.

   ii. The JHPC shall review the implementation of, and ensure that selections are made in accordance with, the approved Junior National Team Selection Procedure. The JHPC also shall review the national team selected athletes and supporting nominating material and shall approve the final national team roster. All approvals must be by majority vote of the JHPC constituting a quorum; provided, however, that in the event of a conflict of interest (as determined under the written policies of USRowing) such member shall recuse himself or herself from the vote; and, provided further, that the JHPC shall appoint a replacement if any recusal results in less than three non-conflicted voting members. In such event, if the conflicted member is a JHPC Athlete Member, the replacement appointment will be an Athlete Member or AAC Athlete Member (as defined in the By-laws; provided, however, that no such member shall be under the age of 18 nor a current junior athlete), as the case may be, of the same gender. If the conflicted member is the JHPC Chair, the replacement appointment will be another At-Large JHPC Member. If the Chair of the JHPC is a JHPC Athlete Member, any vacancy created by a conflict shall be filled by the JHPC in such a manner that ensures one JHPC Athlete Member of the required gender and one At-Large JHPC Member shall be included as members of the nominating committee.

2. Matters related to Head Coach Employment

   In the event of a vacancy in a Junior National Team Head Coach position, the DYR in consultation with and agreement of the Chief Domestic Officer shall nominate one or more candidates for Junior National Team Head Coach and present the nomination to the JHPC for feedback. None of the Board, the CEO or the DYR will appoint a Junior National Team Head Coach without JHPC consultation and feedback; provided, however, that the foregoing JHPC right to be consulted shall not include consultation rights over the compensation or other terms of employment of the Junior National Team Head Coach, which are matters solely within the purview of the Board (including its Compensation Committee), the CEO, and the DYR.
C. Additional Matters

The JHPC shall informally advise the DYR (and, when appropriate or requested, the CEO, Chief Domestic Officer and/or the Board) with respect to all other matters relating to high performance, junior national teams and youth rowing in general, including: (i) creation of a Junior High Performance Plan; (ii) implementation of the Junior High Performance Plan; (iii) development of the Junior National Team budget; (iv) project prioritization; (v) resource needs; (vi) development of junior rowing programs related to the Junior National Team system and (vii) any other matters or proposals that the DYR deems worthy of JHPC review, approval or advice.

VII. General

In addition to the annual report specified in the second paragraph of Section V.A., the JHPC shall report its activities to the Board in writing on a quarterly basis, including such detail as the Board may reasonably require to assess and confirm the JHPC’s performance of its roles and responsibilities. Such report may be written by the DYR and reviewed by the Chair of the JHPC for submission. The JHPC shall provide copies of its Board reports to the Chief Domestic Officer and DYR of USRowing. The Chair of the JHPC shall report to the Chair of the Board at such times as the Chair of the Board may reasonably request.