



Australian Croquet Academy Terms of Reference

The Australian Croquet Association (ACA) is a member of the World Croquet Federation and the World Gateball Union and recognises Association Croquet, Golf Croquet, Ricochet and Gateball.

ACA operates as the peak body for the administration of malletsport in Australia and proudly supports the Australian Croquet Academy (hereinafter referred to as the Academy).

Purpose

The Academy has been established to provide functions and programs on behalf of the Australian Croquet Association Board (hereinafter referred to as the Board), ACA Sub-committees, appointed officers and ACA working groups.

The Academy is to develop and provide programs, learning management systems and resources applicable to all involved in Croquet and Gateball at all levels and in all capacities, be it as a player, an official (coach, referee, etc.) or an administrator.

Scope

The Academy is authorised by the Board to develop, implement and maintain functions and programs for the following:

1. Systems and Infrastructure
Development and maintenance of ACA's database and websites, including, but not limited to,
 - <https://croquet-australia.com.au/>
 - <https://learning.australiancroquet.academy/>
 - <https://gateball.com.au>
2. Skills Development
Development and maintenance of Learning Management Systems for the delivery of courses including, but not limited to,
 - Coaching,
 - Refereeing,
 - Tournament Management,
 - Hoop Setting, Etc.
3. Club Support
Development and delivery of Club Support information including, but not limited to,
 - Basic Governance programs, suitable for all states
 - Policy templates
 - Recruitment and Retention programs
 - Grants and Sponsorship
 - Lawn Care
 - Marketing
4. Participation
Development and delivery of programs to increase participation including, but not limited to,
 - Youth and Schools program

5. Promotion and Marketing
Development and delivery of programs which focus on improving the image of Croquet and Gateball in Australia including, but not limited to,
 - National Newsletter

The scope of programs may be amended by the Board in consultation with the the General Manager.

Staff

The Board will employ a General Manager under contract to develop and manage the Academy. The General Manager is responsible to the Board and accountable for all decisions made and actions taken in the performance of their duties. Specific duties are as shown in the relevant Position Description.

Subject matter experts and individual party advisers may be appointed by the Board as recommended by the General Manager.

The Board acknowledges programs and strategies developed by the Academy may replace or change the role of voluntary positions and committees. Changes and or replacement of voluntary positions or committees is to be undertaken in consultation and endorsement of the voluntary positions / committee, the General Manager and the Board.

Plans and Budgets

All programs will require a costed development and implementation plan, with each years projected expenditure to be included in the appropriate annual budget submission.

Funding

The Academy will initially be funded by ACA reserves.

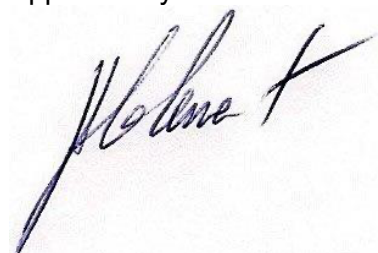
It is envisaged, in the longer term, the Academy will be partially funded through grants, sponsorship, donations, bequests, etc.

Review

A review of the Academy is to be conducted on an annual basis by a committee appointed by the Board.

Authorisation

Approved by the Board 19th March 2022



Jim Clement
Secretary to the Board