



## **CHARTER AGREEMENT**

**Triathlon Australia**

and

**Triathlon ACT  
Triathlon NSW  
Triathlon Victoria  
Triathlon Tasmania  
Triathlon Queensland  
Triathlon South Australia  
Triathlon Western Australia  
Triathlon Association Northern Territory**

# Triathlon Australia Charter Agreement

## Period Charter Agreement

The period of this Charter Agreement shall be from November 2001 to 30 June 2004.

## Vision

Triathlon Australia and its member associations, the State and Territory Triathlon Associations (STTA's) share a common vision for the sport of triathlon in Australia,

*“ . . . to provide a quality service for Australian triathletes utilising best practices in leadership and management . . . to ensure Australia is the worlds leading triathlon nation”.*

This vision provides the fundamental basis for this Charter Agreement.

Our vision aims to ensure:

- *Our management and leadership practices are of the highest quality and ethical standard*
- *Our members are provided with support and assistance programs to develop to their maximum potential*
- *Our sponsors and peak bodies are supported and serviced to the best of our resources*
- *Our members and participants are provided with safe, fair, quality and enjoyable sporting opportunities*

## The Context

Triathlon Australia is recognised by the Australian Government, the Australian Sports Commission, Australian Olympic Committee and other Government and Sporting Organisations as the national controlling body for the sports of triathlon, duathlon and aquathlon.

Triathlon Australia and the STTAs, at a meeting in Sydney on 14-16 September 2001, have agreed to a Charter Agreement which will provide service programs, promotion, administration and development to the sports of triathlon in Australia. The STTA's have agreed to partner Triathlon Australia in the manner identified in this Agreement.

Triathlon Australia and the STTA's, through the Charter Agreement recognise the four Core Domains that encompass the sports of Triathlon's business activities. These are:

- 1. Serviced Programs**
- 2. Promotion**
- 3. Administration**
- 4. Development.**

These Core Domains are the basis around which this Agreement has been written, and form the framework against which the roles and responsibilities of Triathlon Australia, the STTA's and the Clubs are set out.

### **Compliance**

Triathlon Australia and the STTA's will:

- Acknowledge within their constitutions the operation and obligations of this Agreement; and
- Comply with the responsibilities as outlined in the Triathlon Australia Constitution and the provisions of this Agreement.

### **Implementation of Commitments**

Triathlon Australia and the STTA's will undertake to execute all appropriate action, programs and documentation to implement each of the specified commitments under this Agreement.

### **Communication**

The establishment of sound communication practices between Triathlon Australia and the STTA's is critical to the successful delivery of this agreement, and the development of the sport as a whole.

To support its Charter Agreement, it has been agreed that TA will host a meetings between TA and STTA executive officers/administrators to discuss and enhance the management and implementation of this Charter Agreement.

### **Review of Charter Agreement**

Triathlon Australia and the STTA's will meet tri-annually to formally evaluate the impact and effectiveness of this agreement, and to formulate the content of the next Charter Agreement.

Triathlon Australia and/or the STTA's may, at anytime during the term of this Agreement, express concerns regarding the impact on the sports business activities by the application of this Charter Agreement. Either party has the right to review the Agreement at anytime during the term of the Agreement and following consultation with the TA and relevant STTA's , recommend amendments to the Agreement for consideration and approval by the respective parties.

Any correspondence requesting proposed changes to the Charter Agreement should be directed to:

David Burt  
National Executive Officer  
Triathlon Australia  
PO Box 6039  
Frenchs Forest ACT 2086

Tel: (02) 6285 4802/ Fax: (02) 6285 4204  
Email: [info@triathlon.org.au](mailto:info@triathlon.org.au)  
Website: [www.triathlon.org.au](http://www.triathlon.org.au)

# Charter Agreement

*We agree to uphold and undertake all obligations to the best of our resources*

**SIGNED for Triathlon Australia  
Name (Please Print)**

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

**SIGNED for Triathlon ACT  
Name (Please Print)**

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

**SIGNED for Triathlon Victoria  
Name (Please Print)**

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Signature \_\_\_\_\_  
Date \_\_\_\_\_

**SIGNED for Triathlon Queensland  
Name (Please Print)**

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Signature \_\_\_\_\_  
Date \_\_\_\_\_

**SIGNED for Triathlon NSW  
Name (Please Print)**

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Signature \_\_\_\_\_  
Date \_\_\_\_\_

**SIGNED for Triathlon South  
Australia  
Name (Please Print)**

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

**SIGNED for Triathlon Western  
Australia  
Name (Please Print)**

\_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

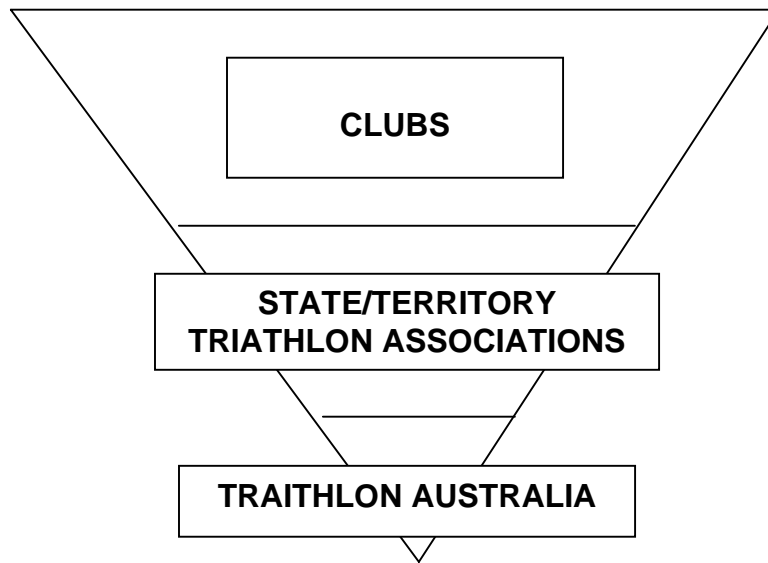
**SIGNED for Triathlon  
Tasmania  
Name (Please Print)**

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Signature \_\_\_\_\_  
Date \_\_\_\_\_

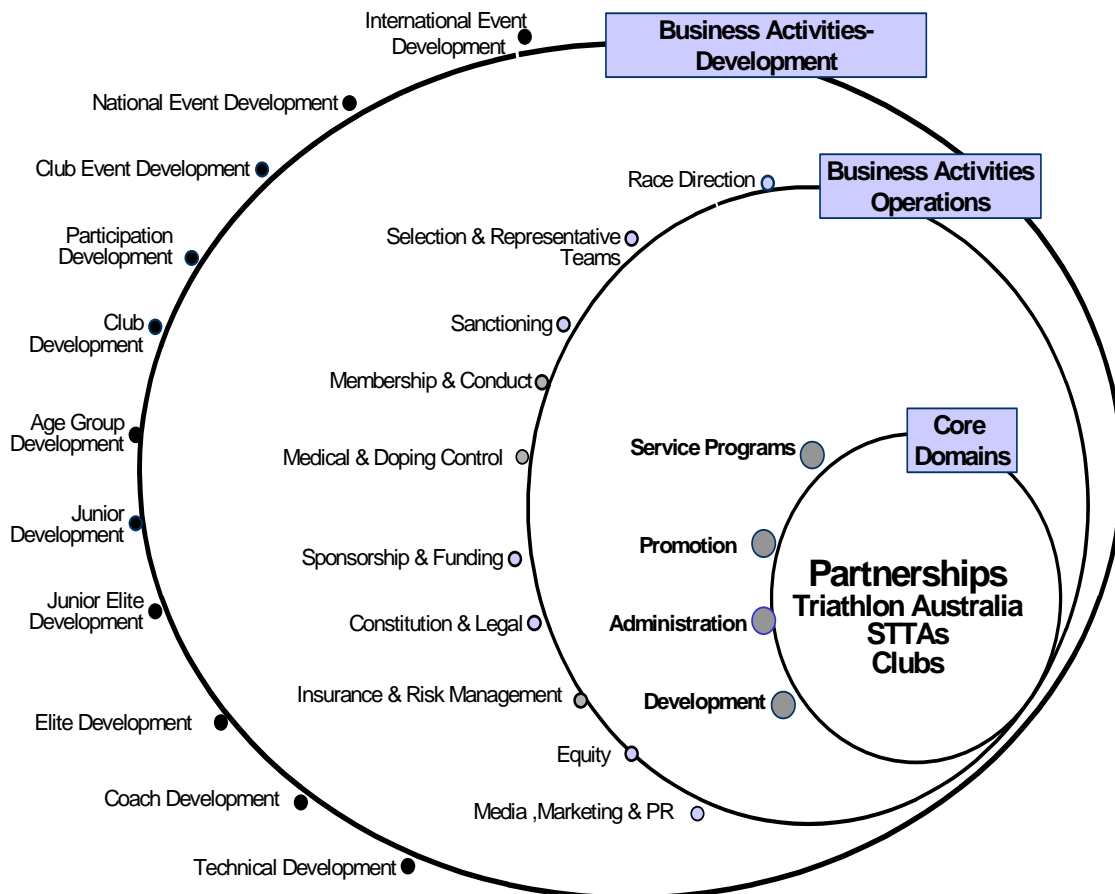
**SIGNED for Triathlon Association  
Northern Territory  
Name (Please Print)**

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Signature \_\_\_\_\_  
Date \_\_\_\_\_

## Structure of Triathlon in Australia



## Business Activities of Triathlon Australia





## **Core Domain Service Programs**

- **Race Direction**
  
- **Selection & Representative Teams**
  
- **Sanctioning**

## SERVICE PROGRAMS

### 1 (a) Race Direction

#### Triathlon Australia

- Recognise the role of race directors in the sport
- Call for nominations to the TA Race Directors Committee (TARDC)
- Ensure all STTA's are represented on TARDC
- Fund and organise an annual TARDC conference each year
- Appoint a TA Board member to be a TARDC liaison contact
- Policy, programs and initiatives that effect race directors to be put to TARDC for consideration
- Receive and consider TARDC report at TA Board meetings and reports back to TARDC
- **Establish a clear Race Director's policy including a code of conduct, sanctioning guidelines, accountability and education**
- **Facilitate relationships with Race Directors**

#### Triathlon State/Territory

- Recognise the role of race directors in the sport
- Advise race directors of call for nominations to TARDC
- Endorse an experienced, effective and suitable race director nomination to TARDC
- Establish and encourage TARDC a reporting mechanism for the benefit of the sport and race directors
- Consult and liaise with race directors on policy, programs, rules and initiatives that effect race directors
- **Monitor the fall in race directors and feed information gathered through to the advisory committee**
- **Carry out race directors policy**

#### Triathlon Clubs

- Ensure club race directors conduct safe and fair club events
- **Ensure club race directors are fully informed on all policy, programs, rules and initiatives that effect race direction**

## SERVICE PROGRAMS

### 1 (b) Selection and Representative Teams

#### Triathlon Australia

- Establish national selection criteria and *appeals process*
- *Promote national selection criteria*
- *Promote and support national representation*
- Call for nominations for TA Elite, TA Junior Elite and TA Age group national selection committees
- Ensure all committees have a minimum of one female and two of three major STTA's represented
- Select and approve representative teams
- Fund team managers and support staff to international events
- Source and provide uniforms for national champions, elite, junior elite athletes and team managers
- Source uniforms for age group representatives
- Secure travel and accommodation for national teams
- Host team breakfast and team photos
- *Conduct an annual review of national selection and representative teams*

#### Triathlon State/Territory

- Establish and promote state selection criteria
- Promote national selection criteria
- Select and approve state teams
- Source and provide uniforms for state teams for national champions
- Secure travel and accommodation for state teams to national championships

## SERVICE PROGRAMS

### 1(c) Sanctioning

#### Triathlon Australia

- Update and approve race competition rules
- List race competition rules on website
- Print race competition rules handbook
- Responsible for national sanctioning guidelines
- Ensure sanctioning guidelines are upheld
- Maintain a register of all sanctioned events
- Promote national and state sanctioned events
- Monitor legal and insurance developments that effect safety, fairness and sanctioning

#### Triathlon State/Territory

- Disseminate race competition rules
- List race competition rules on website
- **Apply sanctioning documentation**
- Promote and implement sanctioning services
- Maintain a register of all state sanctioned events

## **Core Domain Promotion**

- **Public Relations & Marketing**
  
- **Media**

## **PROMOTION: 2(a) Public Relations and Marketing**

### **Triathlon Australia**

- ❑ Website listing of national programs, results, profiles, policies, photos and events
- ❑ Disseminate policies and program information to STTA's and clubs
- ❑ Promote and print information on national series, national selection and national championships & events
- ❑ ***Develop and print national participation brochure*** and distributes promotional video
- ❑ Triathlon magazine column
- ❑ Triathlon Australia series TV, radio and newsprint programs
- ❑ ***Develop marketing tools that promote the sport***
- ❑ ***Develop a regional marketing focus***
- ❑ ***Disseminate material that can be used to assist states in their marketing and promotion***
- ❑ ***Develop a members services only link on Website***
- ❑ ***Develop a national communication strategy***

### **Triathlon State/Territory**

- ❑ Website listing state programs, results and events
- ❑ Disseminate policies and initiative information to members
- ❑ Print and distribute newsletters
- ❑ Event displays and venue expos
- ❑ Special community displays, talks and seminars
- ❑ ***Provide input on impact of TA strategies/directions***
- ❑ ***Dissemination of national participation brochure***

### **Triathlon Club**

- ❑ Website listing club programs, results & events
- ❑ Newsletters
- ❑ Local facility & community displays
- ❑ ***Assist in dissemination of national participation brochure***

## **PROMOTION: 2(b) Media**

### **Triathlon Australia**

- ❑ National and international media releases to print, radio and TV
- ❑ Coordinate athlete and administrators for interviews for print, radio and TV
- ❑ Provide data on athlete profiles, events, policies for all media
- ❑ Award the Aileen Southwell Media Award
- ❑ Provide Triathlon magazine updates
- ❑ Engage a media consultant
- ❑ ***Educate media industry as to appropriate media contacts***
- ❑ Promote the positive aspects of the sport in all media modes
- ❑ Fund media to Australian championship events
- ❑ ***Improve effectiveness of media releases to obtain appropriate coverage***

### **Triathlon State/Territory**

- ❑ State media releases to print, radio and TV
- ❑ Interviews for print, radio and TV
- ❑ Events and policies for media
- ❑ Triathlon magazine updates
- ❑ ***Assist clubs in producing their own newsletter***

### **Triathlon Club**

- ❑ Local media releases to print, radio and TV
- ❑ Interviews for media



## **Core Domain Administration**

- **Insurance and Risk Management**
  
- **Constitution and Legal**
  
- **Sponsorship and Funding**
  
- **Medical and Doping Control**
  
- **Membership and Awards**
  
- **Equity**

### □ **3. ADMINISTRATION**

#### **3 (a) Insurance and Risk Management**

##### **Triathlon Australia**

- Tender and secure public liability and membership insurance for STTA's
- Secure officers and directors insurance for TA, national committees and national technical officials appointed by TA
- Source additional insurance for coaches and race directors
- Encourage insurance coverage at all levels
- Review and provide risk management analysis reports to affiliated bodies
- ***Act as central contact for insurance policies and information***
- ***Identify a central contact for insurance questions in TA office***
- ***Conduct annual/bi-annual review of insurance policies and ensure that those secured offer value for money and adequate cover***
- ***Conduct a risk appraisal and form a risk management plan with the support of the ASC***

##### **Triathlon State**

- Promote insurance coverage
- Provide advice on insurance coverage and risk management issues to members and clubs
- Secure officers and directors insurance for STTA and its committees and officials
- Liaise with insurance companies, race directors, coaches and members on all issues involving insurance
- ***Administer club insurance package***

##### **Triathlon Club**

- Secure officers and directors insurance coverage for clubs
- ***Secure club insurance package***

### **3 (b) Constitutional Responsibility and Legal**

#### **Triathlon Australia**

- ❑ Uphold ITU constitution and ensure all rules and by-laws remain relevant
- ❑ Comply with all functions and responsibilities contained within the TA Articles of Association
- ❑ Ensure STTA's comply with the TA constitution and are advised of such amendments
- ❑ ***Ensure constitution remains relevant to its role, members and the sport***
- ❑ ***Ensure legal issues that effect the sport and its functions are constantly monitored, resolved and information disseminated***

#### **Triathlon State**

- ❑ Comply with the TA Constitution
- ❑ Comply with all functions and responsibilities contained within the state articles of association
- ❑ ***Ensure constitution remains relevant to its role, members and the sport***
- ❑ Ensure all amendments to the TA constitution are adopted
- ❑ ***Ensure state legal issues that effect the sport and its functions are constantly monitored and the national body informed***

#### **Triathlon Club**

- ❑ Comply with state affiliation requirements
- ❑ Ensure local legal issues that effect the sport and its functions are constantly monitored
- ❑ ***Ensure constitution remains relevant to its role, members and the sport***

### **3 (c) Sponsorship and Funding**

#### **Triathlon Australia**

- ❑ Seek, secure, service and be accountable for all federal government sport funding
- ❑ Seek, secure and service corporate sponsorship
- ❑ ***Set and receive state affiliation fees prior to the due date***
- ❑ ***Seek and secure initiatives that provide funding to other levels of the sport***
- ❑ ***Establish guidelines /protocols for whole of sport sponsorship***

#### **Triathlon State**

- ❑ Seek, secure and be accountable for state government funding
- ❑ Seek and secure corporate sponsorship
- ❑ Establish membership fees, sanction fees and club affiliation fees
- ❑ ***Set and receive affiliation fees from clubs***

#### **Triathlon Clubs**

- ❑ Seek, secure and be accountable for local government funding and community funding
- ❑ Establish membership fees
- ❑ ***Return all set affiliation fees***

### **3 (d) Medical**

#### ***Triathlon Australia***

- ❑ Call for nominations to the TA medical committee (TAMC)
- ❑ Ensure all STTA's are represented on TAMC
- ❑ Fund, organise an annual TAMC yearly conference
- ❑ Appoint a TA Board member to be a TAMC liaison contact
- ❑ Receive and consider TAMC reports at TA Board meetings and report back to TAMC
- ❑ ***Encourage, promote and disseminate sports medicine research***
- ❑ Encourage the use of sports medicine professionals for health and risk management
- ❑ ***Liase with ITU Medical Committee***
- ❑ ***Establish Medical Guidelines***

#### ***Triathlon State***

- ❑ Advise medical professionals of call for nominations to TAMC
- ❑ Endorse experienced, effective and suitable medical professionals to nomination to TAMC
- ❑ Establish and encourage a TAMC reporting mechanism for the benefit of sport
- ❑ Encourage the use of the TA Medical Guidelines at all sanctioned events

#### ***Triathlon Club***

- ❑ Implement the TA Medical Guidelines at all sanctioned events

### **3 (e) Doping**

#### ***Triathlon Australia***

- ❑ Comply with ITU anti doping policy and WADA code
- ❑ Implement, promote and enforce TA anti-doping policy
- ❑ Establish an anti-doping committee to enforce doping sanctions
- ❑ Provide ongoing education on doping and drugs in sport
- ❑ Ensure elite, junior elite and age group members are advised of changes to doping code and/policy
- ❑ Maintain obligations under the ASDA legislation
- ❑ ***Ensure state bodies understand obligations regarding anti-doping policies***

#### ***Triathlon State***

- ❑ Promote and uphold TA anti-doping policy

- Encourage a drug free sport
- Distribute drugs in sport education resources
- Comply with state institute of sport doping policies
- Comply with requirements of national drugs in sport framework including state doping policy which mirrors the TA Anti-Doping Policy
- Ensure obligations regarding anti-doping policies are understood

***Triathlon Club***

- Encourage a drug free sport

### **3 (f) Membership and Awards**

#### ***Triathlon Australia***

- ❑ ***Fund and print membership cards by 1 July 2001***
- ❑ ***Seek, secure and promote national benefits for members***
- ❑ Manage national professional licences and liaise with elite athletes
- ❑ ***Develop and maintain national membership database in consideration of privacy laws***
- ❑ Provide and manage annual athlete and club ranking systems
- ❑ Provide Australia athlete and club of the year awards
- ❑ Maintain national records and hall of fame
- ❑ ***Monitor and evaluate member benefits***
- ❑ ***Confirmation of fees by first quarter of calendar year***
- ❑ ***Liaise with states regarding membership benefits***
- ❑ ***Foster and encourage club membership***

#### **Triathlon State**

- ❑ Promote and recruit membership
- ❑ Seek and secure state benefits for members
- ❑ Liaise and service state membership
- ❑ Develop and maintain state membership database
- ❑ Provide state ranking system and awards
- ❑ ***Maintain state records and hall of fame***
- ❑ ***Liaise with TA regarding membership benefits***
- ❑ ***Foster and encourage club membership***

#### **Triathlon Club**

- ❑ Promote and recruit club membership
- ❑ Seek and secure club membership benefits
- ❑ Liaise and service club membership
- ❑ Develop and maintain club membership database
- ❑ Provide club ranking system and awards

### **3 (g) Equity**

#### **Triathlon Australia**

- ❑ Call for nominations to the TA Equity Committee (TAEC)
- ❑ Ensure all STTA's are represented on TAEC
- ❑ Fund and organise an annual TAEC conference each year
- ❑ Appoint a TA Board member to be a TAEC liaison contact
- ❑ Receive and consider TAEC report at TA Board meetings and report back to TAEC
- ❑ Monitor and update national discrimination legislation and information
- ❑ Appoint a national harassment officer
- ❑ ***Liaise with relevant ITU and Paralympic committees***

### ***Triathlon State***

- Advise of call for nominations to TAEC
- Endorse an experienced, effective and suitable nomination to TAEC
- Establish and encourage TAEC reporting mechanism to ensure responsibilities under state discrimination legislation are upheld
- Appoint a state harassment officer

### ***Triathlon Club***

- Monitor and ensure responsibilities are upheld under state discrimination legislation

**Core Domain: Development**

- International Event Development**
- National Event Development**
- Club Event Development**
- Participation Development**
- Club Development**
- Age Group Development**
- Junior Development**
- Junior Elite Development**
- Elite Development**
- Coach Development**
- Technical Development**

## **DEVELOPMENT**

### **4 (a) International Event Development**

#### ***Triathlon Australia***

- ❑ Apply to national and state special event organisations for hosting event support
- ❑ Liaise and apply to ITU in order to bid for ITU event
- ❑ Source venue, race director, date and funding for hosting event
- ❑ Contract, plan, manage host event
- ❑ Oversee staging, promotion and evaluation of host event
- ❑ ***Communicate potential event opportunities to state bodies***

#### ***Triathlon State***

- ❑ Assist in application to state special event organisations for support
- ❑ Apply and liaise with TA to stage event
- ❑ Assist the sourcing of the venue, race director, date and funding for host event
- ❑ Assist plan and manage host event
- ❑ Assist in overseeing staging, promotion and evaluation of the host event
- ❑ ***Race Directors to source official from clubs***

#### ***Triathlon Clubs***

- ❑ Assist with volunteers and officials

### **4 (b) National, State and Club Event Development**

#### ***Triathlon Australia***

- ❑ Apply to national, state and local government special event organisations and councils for support
- ❑ Schedule, approve, market and manage and/or appoint a race organisation to stage Australian Triathlon, Duathlon and Aquathlon championship events
- ❑ Schedule, approve, market and manage and/or appoint national series events
- ❑ ***Schedule draft national calendar before 30 March each year and finalise calendar by second quarter each year***
- ❑ Evaluate national events each year
- ❑ ***Calendar development to involve consultation with STTA's and clubs***

### ***Triathlon State***

- ❑ Assist in application to state and local government special event organisations and councils for support in staging national and or state events
- ❑ Schedule, approve, market and manage and/or appoint race organisations to stage state championship events
- ❑ Schedule, approve, market and manage and/or appoint state series events
- ❑ ***Promote state and club championships and ranking system***
- ❑ ***Schedule state calendar after 30 March each and finalise calendar in second quarter***
- ❑ ***Communicate state calendar to TA and clubs***
- ❑ Evaluate State events each year

### ***Triathlon Club***

- ❑ Assist in application to local government special event organisations for support for state events
- ❑ Market & manage club events and calendar
- ❑ ***Develop calendar in consultation with TA and States***
- ❑ Evaluate club events each year

## **4 (c) Participation Development**

### ***Triathlon Australia***

- ❑ Employment of national development officer
- ❑ Provide direction and advice on participation initiatives
- ❑ Provide participation literature to STTA's
- ❑ Encourage & stage national participation series
- ❑ Establish national participation initiatives and opportunities around the series

### ***Triathlon State***

- ❑ Employment of state development officers
- ❑ Provision of participation literature
- ❑ Encourage and sanction participation events and series
- ❑ Assist with technical and participation advice
- ❑ Provide incentives for participants to become members
- ❑ ***Encourage and stage events for local participants***

### ***Triathlon Club***

- ❑ Encourage and stage events for local participants

## **4 (d) Club Development**

### ***Triathlon Australia***

- ❑ Promote and manage national club championships and national ranking system
- ❑ Encourage club insurance package
- ❑ Recognition of clubs category at all national events
- ❑ Maintain club database and information network
- ❑ Encourage and promote club membership as vehicle to membership
- ❑ ***Provide non-participation membership***
- ❑ ***Channel funding into club development***

### ***Triathlon State***

- ❑ Encourage clubs to affiliate with STTA's
- ❑ Recognise and provide incentives for club members in state initiatives
- ❑ Encourage and promote club & STTA/Club membership
- ❑ Maintain club database and information network
- ❑ ***Provide assistance with facilities and resources***
- ❑ ***Act as a means of negotiating local government funding***

### ***Triathlon Club***

- ❑ Promote and manage state and club championships and ranking system
- ❑ Affiliate with STTA's
- ❑ Promote STTA/Club membership
- ❑ Maintain information network with clubs and STTA's

## **4 (e) Age Group Development**

### ***Triathlon Australia***

- ❑ Promote and manage age group national ranking system
- ❑ Promote and stage national championship and selection events
- ❑ Provide team management for representative teams
- ❑ Promote and provide national awards
- ❑ Provide FOC uniform to national champions of national representative teams
- ❑ ***Set up an age group grassroots strategy***
- ❑ ***Provide continuity of team management for representative teams***
- ❑ ***Flag relevant pathways from club level to international level***

### ***Triathlon State***

- ❑ Promote and manage age group state rankings
- ❑ Promote state age group championships
- ❑ Promote and provide state awards
- ❑ Recognise state members of national teams
- ❑ ***Educate members regarding pathways from club level to international level***
- ❑ ***Ensure calendar caters for pathway development***
- ❑ ***Develop grassroots strategy***

### ***Triathlon Club***

- ❑ Promote and manage club rankings
- ❑ Promote and stage club championships
- ❑ Recognise and encourage age group club members of national teams
- ❑ Raise funding for age group club members of national teams

## **4 (f) Junior Age Development**

### ***Triathlon Australia***

- ❑ Promote and manage junior age national rankings
- ❑ Promote and stage national championship and selection events
- ❑ Provide team management to representative teams
- ❑ Promote and provide national awards
- ❑ Provide FOC uniform to national champions of national representative teams

### ***Triathlon State***

- ❑ Promote and manage junior age state rankings
- ❑ Promote state junior championships
- ❑ Promote and provide state awards
- ❑ Recognise state members of national teams

### ***Triathlon Club***

- ❑ Promote and manage club rankings
- ❑ Promote and stage club championships
- ❑ Recognise and encourage junior age club members of national teams
- ❑ Raise funding for junior age club members of national teams

## **4 (g) Junior Elite Development**

### ***Triathlon Australia***

- ❑ Promote and manage junior elite national rankings
- ❑ Promote and stage junior elite national championship and selection events
- ❑ Provide team management for national teams
- ❑ Promote and provide national awards
- ❑ Provide FOC uniform, travel, accommodation and entry to national triathlon representative teams
- ❑ Provide FOC uniform and entry to national duathlon representative teams
- ❑ Employ a Junior Elite Programs Coordinator
- ❑ Promote, fund, manage an AIS Junior Elite development program

- ***Provide continuity to junior elite team manager and coaching personnel to ensure reliability of performance***
- ***Conduct and disseminate annual review of team management and coaching performance***
- ***Liaise regularly with STTA junior coordinators***

#### ***Triathlon State***

- Promote and provide state junior elite awards
- Employ a SA/SIS junior elite coordinator/coach
- Promote and manage SAS/SIS Junior Elite development programs
- ***Liaise with national junior elite coordinator***

#### ***Triathlon Club***

- Recognise and encourage junior elite club members of national teams

### **4 (h) Elite Development**

#### ***Triathlon Australia***

- Promote and manage elite national rankings
- Promote and stage elite national championship and selection events
- Provide team management for national teams
- Promote and provide national awards
- Provide FOC uniform, travel, accommodation and entry to national triathlon representative teams and squads
- ***Provide FOC uniform and entry to national duathlon representative teams***
- Employ a national coach, assistant national coach and elite programs coordinator
- ***Provide continuity to elite team manager and coaching personnel to ensure reliability of performance***
- Promote, fund and manage an elite development program [including sport science/med and welfare]
- Promote, fund and manage an elite subsidy for coaches
- ***Conduct and disseminate annual review of team management and coaching performance***
- ***Liaise regularly with STTA elite coordinators***
- ***Contract elite athletes to contribute to participation development programs and whole of sport marketing***

#### ***Triathlon State***

- Promote and provide state elite awards
- Promote and encourage elite state members of national teams and squads
- ***Liaise with national elite coordinator***
- ***Utilise elite athletes in participation programs***

### ***Triathlon Club***

- Recognise and encourage elite club members of national teams & squads
- ***Utilise elite athletes in club programs***

## **4 (I) Coach Development**

### ***Triathlon Australia***

- Update and secure ASC approval for all courses
- Accredite and maintain database of all coaches
- Keep coaches up to date and disseminate coach related information
- ***Uphold and enforce coach code of conduct***
- ***Develop a policy regarding the release of coach database***
- ***Promote the services of and services to coaches***

### ***Triathlon State***

- Present Level 1 coaching course
- Promote Level 2 & 3 Coaching courses
- ***Maintain register & database of state coaches and provide updates to TA***
- Keeps coaches up to date on all state information
- ***Keep members up to date of accredited coaches***

### ***Triathlon Club***

- Promote and encourage level 1, 2, 3 coaching courses
- Maintain database on club coaches

## **4 (J) Technical Development**

### ***Triathlon Australia***

- ***Establish and approve Level 1 coaching course criteria***
- ***Establish and approve Level 2 coaching course criteria***
- ***Establish and approve Level 3 coaching course criteria***
- ***Approve and train Level 3 technical officials***
- ***Provide agreed and approved items of clothing to all TO's***
- ***Liase with ITU Technical Committee***
- Provide a fee for service for national appointed TO's
- Provide travel and accommodation for national appointed TO's to TA Series events
- Call for nominations from TO's for national and international events
- Call for nominations for the TA Technical Committee (TATC)
- Ensure all STTA's are represented on TATC
- Fund and organise an annual TATC conference each year
- Appoint a TA Board member to be a TATC liaison contact

- Receive and consider TATC report at TA Board meetings and report back to TATC
- Maintain register of all TO's
- **Maintain regional assistance program**
- **Source funding for technical program**

#### **Triathlon State**

- **Approve and train Level 1 & 2 Technical Officials**
- **Distribute agreed and approved items of clothing to all TO's**
- Provide a fee for service for appointed TO's
- Provide travel and accommodation for national appointed TO's when required
- Advise calls for nominations from TO's for national and international events
- Advise for nominations to the TA Technical Committee (TATC)
- Nominate experience, effective and suitable TO's to TATC
- Maintain a state technical structure
- Establish and encourage TATC reporting mechanism
- Maintain state register of all TO's
- **Provide resources for regional development**

#### **Triathlon Club**

- **Assist in the development of technical officials**