



Australian International Shooting Limited High Performance Program Joint Management Committee Charter

21/1/2006

Purpose

The High Performance Program Management Committee (HPPMC) will be restructured to prioritise the joint management opportunities referenced in the AISL 2006-2010 Strategic (High Performance) Plan, as well as any other proposed high performance initiatives.

A Joint Management Committee will guide implementation, oversee execution of the resulting policies and programs, to ensure that joint management and policy issues are coordinated between member bodies.

Background

To implement the shared goals set forth in the Strategic Plan, the AISL HPPMC will pursue opportunities to coordinate, collaborate, and integrate management structures where appropriate, including but not limited to the following areas:

- Human Resources;
- Training;
- Information Technology;
- Administration;
- Resource Management.

Concept of Operations/ Organization

The Joint Management Committee will comprise the HPP Management Committee (HPPMC), a Secretariat, and three (3) functional Working Groups. **Attachment A** presents an overview of the Joint Management Committee's organization and its functional relationships.

- Six officials will comprise the **HPP Management Committee**:
 - a member of the National Elite Sports Council (NESC)
 - a member of the Australian Sports Commission (ASC)
 - *National Coach Clay Target*
 - *National Coach Pistol*
 - *National Coach Rifle*
 - *High Performance Manager*
- The AISL Office will work with the HPPJMC as the **Secretariat**.
- The functional **Working Groups** will comprise
 - the High Performance Manager
 - the relevant AISL National Coach who will lead each of the groups
 - the AISL Member high performance representative
 - the assistant National Coach.

In the case of the Rifle working group a fullbore representative will be added as and when necessary.



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Roles and Responsibilities

The High Performance Program Management Committee will have the following primary responsibilities:

1. Task each Working Group to develop implementation plans for each discipline, in addition to any other proposed joint initiatives;
2. Review Working Group implementation plans, prioritize recommendations and resource requirements, and develop a consolidated Joint Management Business Plan that covers collaborative efforts;
3. Present Joint Management Business Plan to Working Groups for implementation;
4. Meet quarterly with Working Groups to review implementation progress and discuss any ad-hoc management policy issues; and
5. Report progress quarterly to CEO and the AISL Board.
6. Report twice yearly or as required to the Beijing Athlete Program (BAP) Committee.

The Working Groups will have the following primary responsibilities:

1. Develop implementation plans to increase AISL and its Members coordination, collaboration, and/or integration for high performance areas specific in the HP Plan, in addition to any other proposed joint initiatives;
2. Present implementation plans to HPPMC for consideration;
3. Implement relevant Joint Management Business Plan priorities;
4. Meet quarterly with HPPMC Committee to report on implementation progress and discuss any ad-hoc management policy issues; and
5. Ensure that Joint Management Business Plan priorities are reflected in all HPP Plans and Reports, Policy, Performance, and Resource Reviews with the CEO.

The Secretariat will have the following primary responsibilities:

1. Coordinate and prepare agendas for HPPMC and JMC meetings;
2. Prepare and disseminate meeting notes and documentation to all members;
3. Assist the HPPMC to review and prioritize implementation plans;
4. Ensure execution of JMC Business Plan priorities; and
5. Work with Working Groups to prepare quarterly progress reports for AISL Board review.

The CEO will assist the Secretariat in the following key areas:

1. Assist functional Working Groups to develop implementation plans;
2. Assist the HPPMC to review and prioritize implementation plans;
3. Draft Joint Management Business Plan and consolidate project work plans;
4. Report quarterly to the Board on joint management initiatives; and
5. Report quarterly to the Joint Management Committee on joint policy initiatives.

Olympic & Commonwealth Games Disciplines

Appendix A

