

AURA State/Territory Representatives' Sub Committee Terms of Reference

Adopted 13 February 2018

Introduction

The AURA executive committee has considered the August 2017 recommendations of the AURA state/territory representatives' review subcommittee and has formulated these draft terms of reference for the AURA state/territory representatives' subcommittee:

Purpose

The purpose of the AURA state/territory representatives' subcommittee is to have a structured avenue for state/territory AURA members to have input into AURA business matters, and for the state/territory representatives to assist the AURA executive committee in furthering the growth and development of AURA in the states and territories.

Nominations and Elections

The AURA executive committee acknowledges that due to factors such as low membership numbers in some states/territories (e.g., NT), it may not be practical for all states and territories to have a representative(s) on the AURA state/territory representatives' subcommittee. However, the goal is for all states and territories to each have two active representatives on the subcommittee.

A call for nominations for the AURA state/territory representatives' subcommittee will be sought via the AURA Facebook group and the AURA newsletter(s). Nominees may be nominated by other AURA members or may self nominate. If more than two nominees are nominated in any particular state/territory then there will be an election and the two representatives with the most votes will be elected as the representatives in that state/territory. Only AURA members in the relevant state/territory will be eligible to vote.

All state/territory representatives will be elected for a twelve month period with elections being held in conjunction with the AURA AGM.

Meetings and Reporting

The AURA state/territory representatives' subcommittee will meet quarterly via skype teleconference. The agenda and minutes of their meetings will be formally documented. Following each of the subcommittee meetings a report will be provided to the AURA executive committee detailing the matters considered, actions suggested/taken and/or recommendations made to the AURA executive committee.

Scope of Sub Committee

The main responsibilities of the AURA state/territory representatives' subcommittee will be to:

- a. Promote AURA and AURA membership across the states/territories by:
 - i. actively pursuing opportunities to raise awareness of AURA's existence and its role
 - ii. encouraging non-members to join AURA
 - iii. encouraging existing members to retain their membership and increase their level of involvement in AURA
 - iv. fostering ultra marathon race directors' interest in seeking/maintaining AURA listing of their events.

 - b. Act as AURA's contacts at a state/territory level, particularly with respect to enquiries regarding:
 - i. Membership
 - ii. AURA labelled events
 - iii. AURA/Australian Championships
 - iv. AURA international representation eligibility and opportunities

 - c. Act as AURA's contacts at a state/territory level for media and/or marketing opportunities aimed at increasing the public profile of:
 - i. Ultra running and ultra runners in Australia
 - ii. AURA labelled events
 - iii. AURA as the peak body representing ultra running in Australia.
- ALL state/territory based media and/or marketing opportunities involving (i)-(iii) above MUST be discussed with the AURA executive committee in advance of ANY public/media comment being made by an AURA state/territory representative on behalf of AURA.
- d. Represent the views of state/territory AURA members to the AURA executive committee with respect to any Australian ultra running and/or AURA matter.

 - e. Advise the AURA executive committee of any additional function the AURA state/territory representatives' subcommittee may be able to undertake on behalf of AURA which is in line with the purpose of AURA and the AURA state/territory representatives' subcommittee terms of reference.

