

POLICY MANUAL

Original Effective Date: July 2, 2017

Date of Last Amendment: January 2019



Section:	1.0 Framework
Sub-Section:	1.2 Zone Directives (Targets/Goals)
References:	CADS Alberta 2016-19 Long Term Strategic Plan

Policy Statement:

CADS Alberta, through its Board of Directors, works closely with its staff to establish annual directives consisting of targets and goals that directly impact the opportunity for CADS Alberta Zone programs to provide optimal operational programming in support of the CADS Alberta Vision and Mission. The directives are also intended as a template for new regional areas in Alberta to establish new Zone programs. The focus is to provide regional outreach allowing recreational, advanced and competitive participation and volunteerism in adaptive alpine skiing and snowboard.

The application and outcomes of the directives are presented to the CADS Alberta membership in the form of “Reports to the Community”, which are provided annually as part of the Annual General Meeting (AGM) information package. These reports present the year’s strategies, initiatives, and programs, in the form of specified targets and goals which lead to next steps in planning that align with the CADS Alberta Long Term Strategic Plan.

Reports to the Community can be found at <https://cadsalberta.ca/about-cads-alberta/>

Annual CADS Alberta Core Directives include:

- Development
 - The delivery of learn to ski and/or snowboard programs implemented through trained/certified volunteer instructors;
 - Implementation of Long Term Athlete Development principles that reflect the various stages of development provided to CADS Alberta program participants;
- Education
 - Provision of CADS training and certification to both CADS Alberta volunteers and snowsport area ski and snowboard instructors;
 - Provision of professional development opportunities with parallel organizational partners that include Canadian Ski Instructors Alliance (CSIA), Canadian Association for Snowboard Instructors (CASI), Alpine Canada Coach Education and Canada Snowboard Coach Education;
- Competition
 - The provision of a provincial competition structure that supports CADS Alberta Zones in creating Zone Club programs focused on competitive alpine and snowboard opportunities for advanced participants;

- CADS Alberta provides funding support to Zone Club applicants for coaching support, related equipment and transportation to specified competitions;
- Equipment
 - CADS Alberta assists Zones in the acquisition of adaptive equipment to support Zone participants, working as partners in approaching funding and in-kind acquisition options;
 - CADS Alberta has established an equipment pool of lease available equipment to ensure that program participants from any CADS Alberta Zone are provided the opportunity to participate in a quality learning environment.

The above four core directives are based on the following targets and goals:

- Targets
 - Individuals with Adaptive Physical, Cognitive and/or Sensory Needs
 - LTAD Learn to Train to Train to Race Competition Stream Alpine Skiing and Snowboard Athletes
 - Volunteers
 - Partners / Stakeholders
- Goals
 - Leadership Development
 - Long Term Athlete Development (alpine skiing and snowboarding)
 - Revenue Generation
 - Developing Stakeholder and Partnership Relationships
 - Advocacy and Outreach
 - Governance

The Board of Directors reviews the directives annually to determine priority of delivery for the upcoming year and to ensure that the priority of deliver is aligned with the CADS Alberta Long Term Strategic Plan.

The Annual Directives are managed through a list of operational delivery areas allowing existing and prospective CADS Alberta Zones the structure required to optimize operational delivery of programming to CADS participant and volunteer membership.

Operational Delivery Areas:

- Administration (CADS Zone leadership and administration contact)
- Bylaw/Policy Linkages (Alignment with CADS Alberta)
- Membership (CADS)
- Registration (Goalline database usage and training)
- Cost (Understanding the cost structure of CADS membership versus other costs considered unique to each Zone with Alberta)
- Partnership and Stakeholder management
- Snowsport Area Agreements
- Volunteer Recruitment
- Volunteer Training/Certification
- Participant Recruitment
- Equipment Access
- Marketing
- Communications
- Key Contacts
- Funding Opportunities
- Collaboration/Relationship with CADS Alberta
- Frequently asked questions (FAQs)