

TERMS OF REFERENCE KINGSVILLE HIGHLAND GAMES COMMITTEE

Authorizing or Mandating Legislation: None

Procedural By-law: By-law 105-2011 as amended from time to time

Approved:

Evaluation Date: January 2020

1.0 PURPOSE

To create a memorable, fiscally responsible annual festival to celebrate the Scottish and Celtic Culture while partnering with local business and organizations

-And-

To promote the general betterment and positive self-image of our community using the identified strengths that exist in the community;

Increase the number of people attending activities and their diversity and increasing user satisfaction.

2.0 COMMITTEE PARTICULARS

2.1 Resource:

2.1.1 Parks and Recreation Program Manager

2.1.2 Staff Support: As determined by the Parks and Recreation Program Manager

2.1.3 Number of Council Members: One

2.1.4 Number of Community Members: Ten

2.2 Term: August 13 2019 to August 30, 2019

2.3 Meeting Frequency: Monthly until June then as needed

2.4 Remuneration: \$0

3.0 SCOPE OF WORK

The Committee shall:

3.1 Plan, organize and operate the annual Highland Games Event in collaboration with the Parks and Recreation Department.

3.2 Act as and recruit volunteers to assist in the operation of the annual Highland Games

3.3 Develop methods and new ideas to maintain the sustainability and build upon the tourism draw of the annual Highland Games

4.0 REQUIRED SKILLS

Communications Risk Management Project Management