

TO WHOM IT MAY CONCERN:

NWT Biathlon follows the gender Policy of Biathlon Canada

(see attached)

Subject: Gender Equity Policy	Number 110-07	Effective Date (14/06/98)
	Drafted by B. Rose (Sec)	Issue Date (d/m/y) 1/4/98
		Approval (VP Admin) Gaetan Melançon

GENERAL

1. In 1992, the Minister’s Task Force on Federal Sport Policy (1992) recommended that sport organizations should include the advancement of girls and women in sport as a priority in their strategic planning. More recently, the International Biathlon Union’s (IBU) Executive Board resolved to adopt the decision of the 105th session of the International Olympic Committee (IOC) and encourage more female representation on the IBU boards and committees.

2. Biathlon Canada has much to gain by committing itself to gender equity in biathlon. For example, such a commitment
 - i. ensures fuller representation of the population base that it serves.
 - ii. increases the talent pool of skilled women administrators, coaches and officials.
 - iii. attracts more public interest and private investment and, in turn, attracts more members and increases prestige.
 - iv. demonstrates a progressive organization, responsive to social change, which may improve the image of the organization in the eyes of spectators, the media, potential sponsors, and associates.

POLICY STATEMENT

3. Biathlon Canada is committed to establishing gender equity in the administration, policies, programs and activities of the Association. Biathlon Canada will enhance the opportunities for female participation in Biathlon Canada leadership, programs and activities.

PRINCIPLES

4. ***Vision:***
To provide both genders with a full and equitable range of opportunities within which to participate and lead in Biathlon Canada.
5. ***Goals:***
To achieve gender equity in the administration, policies and programs of Biathlon Canada. Biathlon Canada will enhance the quality and increase the level of participation in Biathlon Canada leadership and programs by:
 - i. Ensuring that the achievement of equal opportunities is a key consideration when developing, updating or delivering Biathlon Canada programs, policies and projects, and that the concerns and needs of both genders are identified, promoted and supported.
 - ii. Ensuring that its governance structure encourages and promotes the full and equal participation of both genders.

RESPONSIBILITY

6. The Vice President Administration (VP Admin), Secretary and the Executive Director of Biathlon Canada are responsible for the implementation of this policy.
7. Collectively, the Executive Committee of Biathlon Canada shall continually monitor and evaluate its progress in the aforementioned principles.

GENDER EQUITY ACTION PLAN

8. ***Immediate Action***
Biathlon Canada shall adopt a gender equity policy, and incorporate such into the bylaws, objectives and mission statement of Biathlon Canada.
9. ***Quadrennial Plan*** Biathlon Canada shall commit to the following:
 - i. Assess current policies and programs for impact on gender equity.
 - ii. Perform an audit of all committees to determine the gender composition.
 - iii. If a shortage of available and qualified people in either gender is identified, update and develop new policies to advance their status. Implement these policies through committee and other structures dedicated to improving such status.
 - iv. Where appropriate, it shall be recommended that Divisions develop strategies and programs to increase the participation of women of all ages in biathlon.
 - v. Monitor and evaluate the progress made towards gender equity by Biathlon Canada by:

- 1) Compiling statistics on the status of both genders;
- 2) Establishing measurable objectives;
- 3) Establishing a system to monitor the implementation of the gender equity policy; and
- 4) Giving recognition to member groups that make progress in gender equity.

LEADERSHIP DEVELOPMENT

10. Leadership must be at the forefront of Biathlon Canada's strategy to improve gender equity. Biathlon Canada shall establish and sponsor effective programs to identify and train the next generation of leaders. Biathlon Canada shall encourage qualified individuals to accept key leadership positions in all committees.

11. **Immediate Action.** Biathlon Canada shall commit to the following:

- i. Recommend that every committee have at least one female member.
- ii. Maintain one (1) male and one (1) female National Team Representative on the Executive Committee.
- iii. Actively recruit individuals who are considered to be potential Board and Executive Committee members.

12. **Quadrennial Plan** Biathlon Canada shall commit to the following:

- i. Recommend a structure of not more than 70 percent of either gender on Committees, Sub-Committee and the Board of Directors.
- ii. Actively recruit individuals who are considered to be potential Board and Executive Committee members.

13. If it has been identified within Biathlon Canada that in order to accomplish realistic gender equity goals, there is a need for more qualified women, then specific action shall be taken by Biathlon Canada to recruit female leaders.

EDUCATION AND COMMUNICATION

14. Biathlon Canada shall provide gender equity material for its members and staff to raise the awareness and understanding of issues facing both genders as athletes, coaches, officials, administrators and support personnel.

15. **Immediate Action** Biathlon Canada shall commit to the following:

- i. Provide gender equity guidelines and materials to educate its members.
- ii. Provide forums for discussion of gender equity issues.
- iii. Communicate the activities of women in biathlon through the Biathlon newsletter.

- iv. Ensure all new and revised Biathlon Canada materials use gender-neutral language.
- v. Publicly recognize those Divisions which make advancements with respect to gender equity in biathlon.

GOVERNANCE STRUCTURE

16. Biathlon Canada shall review current by-laws for gender neutral language and amend as necessary.

HUMAN RESOURCE MANAGEMENT

17. ***Immediate Action.*** Biathlon Canada shall commit to the following:

- i. Ensure that all positions, terms of responsibilities, salary levels and opportunities for advancement are equal for both genders.
- ii. Ensure that personnel policies are gender neutral.

18. ***Quadrennial Plan.*** Biathlon Canada shall commit to the following:

- i. Publicly declare Biathlon Canada to be an Equal Opportunity Employer, and respect the principles of pay equity in relation to salaried employees.
- ii. Encourage women to apply for advertised positions.

NATIONAL TEAM STAFF SELECTION

19. Biathlon Canada shall endeavour that when a team is traveling, if more than one staff member travels with the team, then at least one staff member of each gender shall accompany the team.

REVIEW AND APPROVAL

20. This policy was approved by Biathlon Canada's Board of Directors on 14th of June 1998 at the Capital Hill Hotel and Suites held in Ottawa, Ontario.

21. This policy shall be reviewed by the VP Administration, Secretary and the Executive Director of Biathlon Canada on an annual basis.