



Coaching & Development Committee Charter

1. Role and Key Responsibilities

The Coaching and Development Committee is an advisory body that has been established to oversee and advise on the IGF Coaching and Development programmes, leveraging the educational resources and golf professional expertise of leading PGAs and the International Golf Federation (IGF) membership, to deliver a unified global golf coach training platform in collaboration with the International Golf Federation (IGF) and its national federation members (NFs) that can drive global golf participation and growth. The duties of the IGF Coaching & Development Committee fall into the broad areas of:

- Coach development framework
- Assessment of country/market needs
- Development and delivery of coach educator programme

Key areas of responsibility include:

- ensuring strategic alignment through the represented governing bodies and contributing to the development and delivery of content
- providing the National Golf Federations with the opportunity to request education for their coaches
- assessing coach education requests with the aim of identifying the correct course of action for the request (ie follow the IGF Coach Education Programme or follow up by the R&A).

2. Composition and meetings

The Coaching & Development Committee is an advisory body appointed by the Board who appoints its chair. The Committee shall comprise of:

- i) R&A representative
- ii) USGA representative
- iii) PGA of America representative
- iv) PGA of GB&I representative
- v) PGAs of Europe representative
- vi) Ex Officio member: IGF Executive Director (ED)

It shall meet at least once per year with the quorum for meetings being three members.

Meetings of the Committee may be held face-to-face or through any technological means by which members can participate in a discussion.

The notice and agenda of meetings will include relevant supporting papers, as appropriate.

3. Secretariat Duties

The ED shall be the secretary to the Committee and be responsible, in conjunction with the Committee Chair, for drawing up the agenda and circulating it, supported by explanatory documentation, to Committee members prior to each meeting.

The ED will also be responsible for keeping and circulating minutes. The minutes of meetings will be distributed to all Committee members, after the preliminary approval of the Committee Chair. They are to be approved by the Committee and signed by the Committee Chair.

The Committee Chair will table or report on the outcome of deliberations at the next Board meeting.

4. Committee Review of the Charter

The Committee will review this Charter from time to time to provide assurance that it remains consistent with the IGF's objectives and responsibilities.

The Board approves the Charter.

5. Confidentiality

Unless otherwise required by law or the IGF Constitution, the members of the Committee are required to keep Committee discussions, Committee papers and deliberations confidential.

6. Inconsistency with IGF Constitution

Whilst this Charter does not form part of the IGF Constitution, this Charter (as in force from time to time) is nevertheless binding on the Committee and each of the Committee members.

To the extent there is any inconsistency between this Charter and the IGF Constitution, the IGF Constitution will prevail.

7. Access to Charter

This Charter will be made available to all members of the Board, senior management and staff. It shall be posted on the IGF website www.igf.golf