Diving New Zealand Athlete Voice Group

Terms of Reference

1. Purpose

The Diving New Zealand (DNZ) Athlete Voice Group (AVG) aims to provide a platform to communicate between athletes and DNZ leadership, contribute to key decision making, and enhance athlete perspective into governance, policy, and high performance strategy planning. The group will advocate for a positive, inclusive, and athlete focused environment aligned with DNZ's mission.

2. Objectives

The key objectives of the AVG are:

- Represent the interests, concerns and experiences of all divers across New Zealand
- Provide real time feedback for continual improvement in performance, development pathways, and athlete well being
- Strengthen regular communication between athletes, DNZ management, and the DNZ Board.
- Advocate for athlete safeguarding, equity, fairness and transparency in decision making.
- Collaborate with DNZ on policies, competitions, participation, culture/legacy, staffing, preparation camps and long term strategies.

3. Membership

Composition:

- The AVG will consist of 3-6 athlete representatives consisting of active divers and recent retirees (within the past 5 years).
- Members will be selected to ensure diverse representation across disciplines, genders, experience levels and backgrounds.
- A member may resign at any time on written notice to Chair/DNZ
- Members must either be, or have previously been, a Diving New Zealand affiliated member.

Selection Process

- Initial members will be appointed by the Diving New Zealand Board to set up this group, noting the importance of forming an athlete voice mechanism and getting the group established
- Further nominations or EOI will be accepted from DNZ affiliated athletes, coaches, or

clubs for remaining members
- Term length: Members will serve a **2-year term**, with staggered appointments for continuity. Current members are eligible for re-appointment.

Leadership:

- A chair and deputy chair (if required) will be elected by the group to lead meetings and liaise with DNZ

4. Responsibilities

- Act as a conduit for athlete feedback and concerns.
- Attend and actively participate in meetings (minimum three per year). ● Proactively engage with the broader athlete community, being accessible and visible to gather insights.
- Uphold confidentiality and professionalism.
- Collaborate with DNZ staff, high performance team, and external stakeholders where necessary

5. Meetings

- Frequency: The AVG will meet quarterly, with additional meetings as required
- Format: Meetings may be held in person or online
- Agenda & minutes: The chair will set the agenda and advise DNZ so they have the option to add any items. Meeting minutes will be documented and shared with DNZ leadership while maintaining confidentiality where required.
- A conflict of interest register will be kept.

6. Accountability & Reporting

- The AVG will provide updates to DNZ's Board (twice yearly) and/or high performance leadership accordingly
- Annual review of the groups impact, effectiveness, and athlete engagement.
- AVG representatives may be invited to present at DNZ meetings or events

7. Resources & Support

- DNZ will provide administrative and logistical support to facilitate meetings and communications;
- Training in leadership, advocacy, and governance may be offered to members; ● Actively engage with the with the Athlete Leaders Network (ALN) to ensure DNZ athlete representatives are on the network and promoting their support services

8. Review & Amendments

- The Terms of Reference will be reviewed annually to ensure alignment with DNZ's objectives and athlete needs.
- Amendments may be made following consultation with AVG members and DNZ leadership

This Terms of Reference establishes a formal framework for the Diving New Zealand Athlete Voice Group, ensuring athletes have a meaningful role in shaping the future of the sport.