
IFA FISTBALL ACADEMY – Governance Framework

The International Fistball Association (IFA) Fistball Academy is a platform to promote knowledge exchange, learning, and the flow of information and communication in the international fistball family. It is in alignment with the IFA sustainability strategy, and fosters cooperation and dialogue with and between the continental and national fistball federations.

Objectives

The IFA Fistball Academy (“Academy”) Governance Framework regulates the development, operationalization, and sustainable maintenance and implementation of the Academy in the key domains of education, information and communication.

Composition

The Academy Governance Framework comprises two bodies: The Academy Committee, and the Academy Task Force.

Academy Committee

1. Composition

The Academy Committee comprises the following five members:

- a. IFA Administrative Director;
- b. Chair of the IFA Youth Commission;
- c. Multimedia and Information Administration Adviser;
- d. Learning/Pedagogical Adviser;
- e. Knowledge Management Adviser.

2. Chair

The Chair of the IFA Youth Commission will serve as Chair of the Academy Committee (“Committee Chair”). Among other tasks, he/she leads and coordinates development, operationalization, maintenance and implementation of the Academy, and represents the Academy within the IFA.

3. Meeting Governance

The Academy will formally meet respectively host a conference call two times per calendar year, i. e. once every six months. Meetings/conference calls will be convened by the Committee Chair, and scheduled approximately four weeks in advance.

4. Authorization

The Academy Committee is mandated by the IFA Board of Directors to develop, operationalize, maintain and implement the Academy. The composition of the Academy Committee is to be approved by the IFA Board of Directors.



5. Decisions

Decisions are made by simple majority voting. In the event of a split decision, the final decision rests with the IFA Administrative Director.

6. Duration

The Academy Committee will be established for the duration of four years (i. e. 2018 – 2021). This duration may be renewed by the Board of Directors in two-year increments. It is to be ensured that the Academy Committee is at a minimum continuously composed of and represented by the IFA Administrative Director and the Chair of the IFA Youth Commission.

7. Reporting

The Academy Committee will report to the Board of Directors at a minimum once a year on implementation status, and submit a progress report.

Academy Task Force

8. Composition

The Academy Task Force comprises at its initiation the following thematic areas, respectively representatives and members:

- a. IFA Administrative Director;
- b. Chair of the IFA Youth Commission;
- c. Multimedia and Information Administration – Support and Implementation;
- d. Learning/Pedagogical – Support and Implementation;
- e. Knowledge Management – Support and Implementation;
- f. Communications / Interactive Communications – Support and Implementation;
- g. Medicine / Sports Science – Support and Implementation;
- h. Player Representative – Support and Implementation;
- i. Coach Representative – Support and Implementation;
- j. Referee Representative – Support and Implementation;
- k. Teacher Representative – Support and Implementation;
- l. Official Representative – Support and Implementation;
- m. Learning Modules – Support and Implementation;
- n. Language and Translation – Support and Implementation.

Other areas may be added respectively additional members may join the Academy Task Force – following the recommendation of an IFA commission, and approval by the Academy Committee.

Typically, each of these areas is covered by one Task Force member. However, an area may also be covered by two or more members, if approved by the Task Force Chair. Likewise, the Task Force Chair may also approve that a member would cover two or more areas.



9. Chair

The Chair of the IFA Youth Commission will also serve as Chair of the Academy Task Force ("Task Force Chair").

10. Meeting Governance

The Academy Task Force will formally meet respectively host a conference call four times per calendar year, i. e. once every quarter. Meetings/conference calls will be convened by the Task Force Chair, and scheduled approximately four weeks in advance.

In addition, informal meetings/conference calls may be convened on an adhoc basis by any of the Task Force members, including bilaterally.

11. Authorization

The mandate of the Academy Task Force is derived from the Academy Committee's mandate, as endorsed by the IFA Board of Directors. The composition of the Academy Task Force is to be approved by the IFA Board of Directors.

12. Decisions

Decisions are made by simple majority voting. Due to the high number of Academy Task Force members, a minimum of seven members present in meetings/conference calls is sufficient for decision-making. In the event of a split decision, the final decision rests with the Task Force Chair.

13. Duration

The term of the Academy Task Force follows the duration defined for the Academy Committee above. In the case of a premature exit of one of the Task Force members, the Task Force Chair will serve as caretaker for the respective thematic area until a new Task Force member has taken over the role.

14. Reporting

As there is a significant overlap with the Academy Committee in terms of composition, no formal reporting mechanism will be established for the Academy Task Force. Reporting to the IFA Board of Directors will be channeled/included in the progress reports by the Academy Committee.



Roles of the Academy Committee and Task Force

Academy Committee

15. Tasks

The Academy Committee's role includes developing, operationalizing, and sustainably maintaining and implementing the Academy. This includes, but is not limited to the following:

- a. Developing the conceptual framework, structure and architecture of the Academy;
- b. Ensuring implementation through a user-centered approach, factoring in the learning needs of key stakeholder groups;
- c. Overseeing development and maintenance of the learning platform, as well as the areas of knowledge exchange, information and communication flow, and dialogue;
- d. Identifying demand for learning, knowledge exchange and information/communication flow among key stakeholders, as well as IFA commissions;
- e. Promoting the development and implementation of learning courses/modules;
- f. Identifying sources and resources for the learning and knowledge exchange platform;
- g. Monitoring and maintenance of the communications and dialogue areas;
- h. Aligning Academy concepts and vision with the IFA Sustainability Strategy;
- i. Coordinating Academy activities and events;
- j. Establishing the Academy Task Force and recruiting members for it;
- k. Contributing to identifying potential sponsoring opportunities;
- l. Providing input to the yearly budgeting process in coordination with the IFA Board of Directors;
- m. Presenting and representing the Academy in external events;
- n. Coordinating official Academy correspondence and mailing as needed, for example in the context of the delivery of learning courses/modules;
- o. Preparing annual progress report on Academy implementation status.

Academy Task Force

16. Tasks

The Academy Task Force's role includes, but is not limited to the following:

- a. Contributing to identifying demand and needs for learning, knowledge exchange and dialogue among key stakeholders, respectively sub-stakeholder groups, and inform the Academy Committee of these needs;
- b. Checking and quality control of established learning material and resources for the various Academy platform areas, in coordination with key stakeholder groups, respectively sub-stakeholder groups;
- c. Developing new learning material, i.e. courses and resources for the Academy learning platform, including review and quality control of the material;
- d. Developing and reviewing resources and sources for the Academy knowledge exchange area, including quality control;
- e. Uploading newly approved learning material, i.e. courses and resources to the Academy platform;
- f. Supporting and contributing to Academy activities and events, including to the delivery of learning courses/modules;
- g. Administration and maintenance of the Academy platform;
- h. Administration and maintenance of the Academy homepage and potential social media initiatives.



Official Language

17. English and German are the two official Academy languages.

Meetings and conference calls will be held in either English or German, depending on participation of members. Official decisions and reports will be in both English and German. Proposals and suggestions may be submitted in either English or German.

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