

Ontario Weightlifting Association

Human Resources Policy

The Ontario Weightlifting Association (OWA) currently only hires independent contractors. At such time that staff is hired, a more in-depth human resources policy will be developed.

Recruitment and Selection

The OWA believes in equal opportunity in hiring practices without discrimination on the grounds of race, religious beliefs, gender, sexual orientation, physical disability, mental disability, ancestry, place of origin, age, marital status, source of income or family status.

The OWA will endeavour to recruit the most competition individuals to fill all contracts.

Guidelines

- Recruitment activities may be conducted within the Membership or externally.
- Recruitment postings will include essential requirements for education and experience, knowledge and skills required, key areas of responsibility, starting/ending date, compensation rate, closing date of competition.
- All applications will be acknowledged and confirmed, including a statement that only those candidates selected for an interview will receive further correspondence.
- An interview will be conducted by, at minimum, two members of the Executive Board before offering a contract.
- All candidates participating in an interview will be notified of the results.
- A service contract will be issued by the OWA Executive Board and signed by both the OWA President and the Contractor.

Contracts

Contracts will be written and will include all terms and conditions of the agreement, including responsibilities of the contractor, commencement and termination dates, fees and payments, working/reporting relationships, deliverables and deadlines, failure to perform, conflict of interest, termination of agreement, confidentiality, proprietary rights, liability and indemnity, dispute resolution, governing law, and scope of work.

Facilitator and Evaluator Contracts

The OWA routinely presents coaching development courses and conducts coach evaluations under the NCCP program as well as presents provincial-level technical official courses. As the governing body for the sport of weightlifting in Ontario, the OWA maintains a list of all qualified facilitators for each type of course or evaluation. As such, recruitment for event will consist of contacting only the qualified facilitators, and a contract will be issued for each course or evaluation tailored to the specific requirements of the event.