

## **ROLE DESCRIPTION**

### **1. TITLE**

#### **British Eventing Independent Chair of Junior and Young Rider Selectors**

### **2. OVERALL PURPOSE OF THE JOB**

The role involves working with the appointed Junior and Young Rider Selectors in order to nominate and select athlete/horse combinations to represent Great Britain at FEI Junior and Young Rider Championships, in line with relevant Selection Policies. Selectors report directly to Independent Chair of Chief Selectors.

The role, which is voluntary, is primarily to oversee the process of selection ensuring that it is robust and transparent with the policy its self being adhered to. The Independent Chair of Selectors is responsible for upholding the integrity of each decision to ensure that the reputation of Great Britain, British Eventing and British Equestrian Federation is maintained.

### **3. SPECIFIC RESPONSIBILITIES**

- The Chair is responsible for the selection committee, and for communicating with it, including chairing selection meetings.
- Together with the Youth Performance Manager and selection committee the Chairman should annually set out selection policy, and make sure that this is communicated to stakeholders.
- The Chair should communicate any selection decisions via the Youth Performance Manager.
- The Chair should be responsible for making sure that each selected rider/horse combination is qualified to take part in the Championship in accordance with the selection policy.
- Ensure the reputation of Great Britain, British Eventing and the BEF is upheld at all times.
- To deal with administrative tasks as deemed connected to undertaking of the role in an accurate and timely manner. To be responsive to email and phone requests.
- To convey an image that is consistent with British Eventing, demonstrating qualities, traits and demeanor that emphasise a pursuit of excellence through a team approach.
- Able to work from home (computer / internet / email / printer / scanner) and capable of keeping a number of stakeholders updated.

## 4. EXPERIENCE / SKILLS / PERSONAL CHARACTERISTICS

### **Experience;**

Essential;

- Excellent knowledge of the implementation of policies.
- Good knowledge of sport and UK High Performance systems.
- An understanding of the roles and responsibilities of key organisations such as local OC's, FEI, BEF and BE.

Desirable;

- Knowledge & experience of national & international eventing.
- Knowledge of BE and FEI Rules and relevant regulations.

### **Skills**

The key to this role is being able to be part of a "team", work calmly under pressure, be competent professionally but also be able to gain the trust and respect of athletes and their support teams.

- Able to work as part of a team to generate trust, communication and interaction.
- Excellent communication and interpersonal skills, demonstrating sensitivity and tact.
- The ability to handle confidential information in a way that encourages confidence amongst the athletes and owners.
- Competent and computer literate.
- Driving license and own car.

### **Personal Characteristics**

- A high degree of personal and professional integrity.
- Ability to make decisions in stressful situations.
- Able to work in close consultation with relevant stakeholders to achieve targets and deadlines.
- Personable and able to build professional relationships with a diverse range of people
- Confidential, honest, trustworthy, motivated and proactive.

It is also essential that selectors are impartial, objective and free of any conflict of interest.

## 5. REPORTING

**Line Manager:**

CEO

## 6. REMUNERATION

The role is voluntary. The post holder may serve up to two terms of four years in total, to commence at the start of the Olympiad.

Travel expenses, accommodation and subsistence will be paid in line with the BE/BEF expenses policy.

## 7. OTHER

The post holder is required to have knowledge of the British Eventing / BEF Safeguarding Children policy and will be required to have a Disclosure and Barring Service check and attend an Equine Safeguarding course.

**This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of the changing needs of British Eventing.**