

# **British Triathlon Disciplinary Panel Register Member**

**Salary: Voluntary, out of pocket expenses reimbursed**

British Triathlon is the National Governing Body for Triathlon, Duathlon, and Aquathlon in Great Britain, responsible for raising the profile, delivering medal-winning performances, and helping everyone discover, enjoy, and achieve in triathlon.

Triathlon England, Welsh Triathlon, and Triathlon Scotland are the Home Nations of British Triathlon. The three Home Nation Associations are responsible for all aspects of triathlon in their respective countries.

British Triathlon and the Home Nations are seeking Independent Disciplinary Panel Members to help adjudicate on matters relating to serious misconduct. As a Register Member, you will ensure that all disciplinary matters arising in the sport of triathlon are dealt with fairly and consistently, and in accordance with the British Triathlon Disciplinary Policy.

The British Triathlon Code of Ethics and Conduct sets out standards of behaviour for everyone involved in triathlon and multisport. They are an integral part of monitoring and improving behaviour and practice. British Triathlon's disciplinary process reflects the organisations values and ethics to ensure the process supports our members in dealing with serious misconduct.

## **LOCATION:**

Meetings are held either virtually, or at British Triathlon or Home Nation Head Offices.

## **THE ROLE:**

Disciplinary Panel Register Members are required to offer independent advice based on their experience and expertise, and to provide fair, considered, and proportionate advice with regards to serious misconduct disciplinary cases presented by British Triathlon, Triathlon England, Welsh Triathlon or Scottish Triathlon.

Disciplinary Panel Register Members will be expected to provide advice, guidance, and recommendations in relation to the management of disciplinary cases. They will be required to analyse the case and, based on the information available, provide a justified and proportionate outcome and solution.

**RESPONSIBILITIES:**

- Operate and make decisions in line with the British Triathlon Disciplinary Policy.
- Offer advice and guidance, where necessary, in relation to disciplinary cases and to support the Disciplinary Officer in managing cases.
- Provide independent opinion to assist decision-making.
- Promote co-operation, consistency, and confidence in decision-making
- Ratify/check and challenge any actions taken by the Disciplinary Officer, where required by the Disciplinary Policy.

**SKILLS, EXPERIENCE AND QUALITIES:**

- Knowledge of best practice in conducting disciplinary proceedings, in particular those related to disciplinary matters and/or sport's governing bodies.
- Previous experience of adjudication in disciplinary, investigation and misconduct hearings (education/health/legal/social work/police).
- Proven leadership, teamwork, and decision-making skills, with the ability to prioritise and commit time to the role.
- An understanding and appreciation of the impact abusive or discriminatory behaviour can have on participants in sport.
- Thorough knowledge of the ethical issues within sport.
- Ability to read and assess information and identify key points/issues.
- Highly developed sense of personal integrity.
- Strong analytical skills and confidence to back their own judgment.
- Flexible, and a team player.
- The ability to maintain confidentiality and handle sensitive information securely.

**DESIRABLE KEY SKILLS, EXPERIENCE AND QUALITIES:**

- Previous experience of high-level committee activity in a voluntary organisation.
- A keen and active interest in sport.
- Experience and willingness to Chair a Disciplinary Panel.

**TIME COMMITMENT:**

- We are looking for members to be available to potentially sit on up to four panels per year. It is expected that the panel will meet via a suitable video conferencing platform and, where time and location allow, in person.
- British Triathlon will keep a database of current panel members. We will contact you to confirm your availability as and when we require adjudication of disciplinary related matters, complaints, and appeals.

**TERM:**

- Persons shall be appointed to the register for a minimum of 24 months, and no longer than five years.

**TO APPLY:**

Please send a CV with references and covering letter, explaining what motivates you to apply and why you feel you are suitable for the role, by email to; [hr@britishtriathlon.org](mailto:hr@britishtriathlon.org). Should you require any adjustments to be made throughout the application process, or upon appointment, please contact HR and we will make every effort to meet your specific requirements.

Closing Date: 8th July 2022

British Triathlon and the Home Nations are committed to equality of opportunity for all staff and volunteers, we are keen to address areas of underrepresentation across our workforce and would particularly welcome applications from all suitably qualified persons from ethnically diverse communities, disabled people, and people from the LGBT+ Community. Details of our Equal Opportunities Policy can be found on our website: [www.britishtriathlon.org](http://www.britishtriathlon.org) under 'About' and then 'Policy Documents'