

## PROFILE CHAIR IBSA SPORT COMMITTEES



Sport Chairs lead and manage their IBSA sport programme overseeing all aspects of competition organisation, delivery and management. When IBSA is not governing the sport, the sport chair acts as an ambassador for the athletes with a visual impairment participating in this sport.

### General Responsibilities

- a. The Sport Chair is responsible for the sport specific rules and competition cycle in their sport
- b. The Sport Chair is responsible for keeping the competition diary up to date and notifying the Technical Committee of any changes.
- c. The Sport Chair should, working with the Executive Director, invite bids for Sports Events within the IBSA Competition Cycle
- d. The Sport Chair should assess event bids fairly and make recommendations to the Executive Board.
- e. Where necessary and practical, the Sports Chair or one from the sports committee should visit the competition site in advance of the event.
- f. Sport Chair should work with the Local Organisers to ensure all athletes are registered and licensed and appeared in the Master List in accordance with the rules set out in the Eligibility and Classification policy.
- g. Sport Chair should work with the local organisers and the Head of Anti-Doping to ensure a doping control programme in accordance with the IBSA Anti-Doping Policy
- h. Sport Chairs are responsible for producing and maintaining up to date IBSA records and rankings in accordance with the IBSA Records and Rankings policy
- i. Sport Chairs are responsible to provide the IBSA executive board their annual plans and budgets that meets the criteria of IBSA and possible external funding, and for the reporting on these activities.
- j. Sport Chairs are responsible for establishing and maintaining a positive partnership with IPC Sports and IF's, including event sanctioning and recognition
- k. Sport Chairs are responsible for promoting the development of their sport within the IBSA membership

### Event Responsibilities

- a. In preparation of an event the Sport Chair liaises with the anti doping committee, the Head of classification and IBSA assist in a timely manner to ensure that all deadlines can be met.
- b. The Sport Chair has responsibility for the technical aspects of the competition. The sports chair or one of the sport committee members must attend for the whole event.
- c. The Sport Chair must be impartial at all times and may not be a member of the Organising Committee
- d. The Sport Chair must not be a member of any team participating nor hold any additional national role for the duration of the competition
- e. The Sport Chair should ensure that full results are made available to the IBSA website, that a post-event report is produced, and that the capitation fees are paid to the IBSA Treasurer

Successful candidates have a proven record in sports administration and are experienced in the field of international sports organisations and / or –events.

Applicants must have excellent skills in the following areas: oral and written communication, leadership, strategic thinking, and proficiency in using Skype, email, and word processing programs.