

INDEPENDENT MEMBER OF THE EXECUTIVE BOARD APPOINTMENTS PANEL

POSITION DESCRIPTION

ROLE

The Executive Board Appointments Panel (EBAP) has been established by World Athletics pursuant to the Constitution and the Governance Rules. The purpose of the EBAP is to identify, recruit, assess and make recommendations to the Ex-Officio Members¹ of World Athletics' Executive Board to appoint three persons² to the Executive Board.

EBAP COMPOSITION AND TERM

The EBAP consists of three members, one of whom is an Independent Member that acts as the Convenor of the EBAP and has experience in governance and the functions and appointment process of directors.

The term of office of the Independent Member of the EBAP is approximately four years from the date of appointment (in August 2023) until the conclusion of the 2027 Election Congress. The current Independent Member of the EBAP may apply for reappointment for a further term of office of four years.

The person to fill the Independent Member position will be appointed by the Council at its meeting in August 2023.

The two other members of the EBAP are:

- the World Athletics President
- a Council Member, elected by Council and who is not a member of, or seeking to be a member of, the Executive Board.

It is envisaged that most of the EBAP's responsibilities will occur during the following periods:

- after the Election Congress 2023 to conclude the work of the outgoing EBAP for the recruitment of the three appointed members to the Executive Board (to make recommendations to the new Ex-Officio Executive Board Members).
- between April to June 2027 (to commence the recruitment process for the three appointed members of the Executive Board in order to make recommendations to the new Ex-Officio Executive Board Members following the Election Congress meeting in 2027)
- on an ad-hoc basis in the interim period should any vacancies arise on the Executive Board or arising from any governance changes affecting the Executive Board.

It is expected that the EBAP will largely conduct its work by email and video conference calls to fulfil its responsibilities, however it is possible that in person meetings may be necessary.

RESPONSIBILITIES

The EBAP has responsibilities to:

- identify the skills, expertise and experience which may be necessary for the appointed members on the Executive Board.
- identify and invite suitable persons to apply to be appointed members of the Executive Board.
- publicly advertise and notify the Member Federations and Area Associations of the available appointed positions on the Executive Board including providing position descriptions.

¹ The Ex-Officio Members of the Executive Board are the President and the four Vice-Presidents.

² Referred to as the 'Appointed EB Members'.

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- receive and assess applications for the appointed positions on the Executive Board including undertake enquiries and hold interviews and meetings as they see fit.
- recommend to the Ex-Officio Members of the Executive Board the applicants who it considers best suited for appointment to the Executive Board.

Applicants should consult World Athletics' [website](#), World Athletics' Constitution Articles 59 and 60 and Governance Rule 4 for a fuller description of the role and responsibilities of the EBAP which are [available here](#) (See Books A1 and B3.1).

PERSONAL ATTRIBUTES

- Significant experience in the recruitment or appointment of directors to Boards (particularly not for profit boards) or senior executives including experience on nomination or appointment committees or panels.
- Background or experience in sporting bodies is desirable, either as a competitor or administrator.
- Fluency in written and spoken English is required, and French desirable.

ADMINISTRATION

The position on the EBAP is a voluntary one and not remunerated. However, World Athletics will reimburse any travel or other expenses incurred in the role, as applicable, and provide a nominal allowance related to travel in accordance with World Athletics policy.

SELECTION PROCESS

Applicants for this position on the EBAP will be assessed by the World Athletics Chief Executive (or their nominee), who along with the World Athletics President will be responsible for recommending to the Council the preferred candidate for appointment to the EBAP, following completion of the search and selection process.

HOW TO APPLY

All shortlisted Applicants will be subject to an Integrity Check by the Vetting Panel in accordance with the Vetting Rules. No shortlisted Applicant may be recommended for appointment until they are declared Eligible by the Vetting Panel. The Vetting Panel is a separate and independent body of World Athletics. The Vetting Rules are [available here](#) (See Book B3.2)

Applications to panel-candidates@worldathletics.org must be received by close of business on **16 July 2023 23.59 CET** and must include the following:

- A full **Curriculum Vitae**
- **Contact details** including address (work and home), telephone numbers (including mobile) and email address.
- **A letter describing the skills, experience, and attributes** of the Applicant against the criteria listed above.
- **Referees:** full contact details of three referees. Please note that referees will only be contacted after prior consultation with Applicants. It is the Applicant's responsibility to ensure that referees are willing to provide a reference when contacted.

World Athletics welcomes applications from a full diverse range of candidates, regardless of age, gender, ethnicity, sexual orientation, faith, or disability.