

JOB TITLE: UKA Members – Representative of Track & Field Clubs

REPORTS TO: President

PURPOSE:

- To bring the perspective of Track & Field Clubs to the UKA Members.
- The role has a UK wide responsibility and, as such, is representative of the four Home Countries.

KEY RESPONSIBILITIES:

- To be consulted on the development of UKA strategy and to act as a sounding board for the UKA Board.
- To debate any significant issues relating to athletics.
- To act as an ambassador to disseminate UKA strategy.
- To attend meetings of the UKA Members – a minimum of three meetings per year.
- To create an environment for dialogue and discussion and to build relationships with key personnel in England, Northern Ireland, Scotland and Wales.
- To provide a mechanism for Home Country members to exchange ideas, knowledge and good practice and to raise issues affecting clubs and club development.
- To co-ordinate information, ideas and views of all matters relating to clubs and club development.
- To present a written briefing report to all UKA Member meetings.
- To undertake the statutory functions of a ‘member’ of UK Athletics Limited, as described in the Articles of Association of the company.

PERSONAL SPECIFICATION:

- To possess broad knowledge and understanding of the administration and development of athletics clubs.
- To demonstrate up to date knowledge and awareness of wider issues affecting athletics.
- To demonstrate a sound understanding of the Athletics Unified Strategy and its application to athletics clubs.
- To have sufficient time to devote to the necessary preparation and attendance at meetings.

TERMS AND CONDITIONS:

REMUNERATION	This is a voluntary position. Reasonable expenses are paid.
TERM	The casual vacancy has a term ending at the December 2021 AGM. The successful individual will be entitled to stand for election later this year.

NB. This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity you will be required to work and with consultation can be amended in the light of the changing needs of the organization.

UK Athletics is an equal opportunities employer and positively encourages the appointment of UKA Members of an Affiliated Club Representative from eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion or belief.