



Oxfordshire Football Association

Local Football Anti-Discrimination Panel

Prospective Member

Application Pack

The Football Association's "Football's Inclusion and Anti-Discrimination Plan 2013-2017" brings together varied stakeholders from across the game with a comprehensive plan to promote inclusion and tackle discrimination in all its forms. The plan seeks to address issues and incidents of discrimination in English Football and encourages greater inclusion across the game.

As part of the plan, Oxfordshire Football Association (OFA) is now seeking to appoint further local members for its Local Football Anti-Discrimination Panel, (LFADP). OFA is looking for a diverse group of committed individuals across the Country with a variety of backgrounds and to be reflective of the local community and local football teams. Applicants need to be independent from The FA and any County FA structure and ideally have relevant experience of equality and/or judicial fundamentals to sit and adjudicate on these cases.

The Football Association has already a diverse National Anti-Discrimination Chairman's Panel and all cases in Oxfordshire will be adjudicated by a member from each of the following panels:

Appointed Nationally by The FA

- a. National Chairman's Panel (appointed by The FA)

Appointed by the County FA

- b. A Member of the Oxfordshire FA Local Football Anti-Discrimination Panel (LFADP)
- c. A Member of the current Oxfordshire FA Disciplinary Panel
- d. A trained Commission Secretary to assist the panel but not necessarily from Oxfordshire.

Panels will sit as and when required and are normally held in the evening, out of office hours to accommodate everyone involved. If you are interested and would like to apply for the position on the LFADP, please complete the application form and return it by email or post along with your current curriculum vitae

Details of where you should send your application back to can be found on the application form.

Thank you for your interest and we look forward to receiving your application.

Ian Mason
Chief Executive Officer
Oxfordshire Football Association Limited

How to apply

If you are interested in applying to be a member of Oxfordshire FA's Local Football Anti-Discrimination Panel, please complete the application form and return it by email along with your current CV to: Ian.Mason@OxfordshireFA.com – with “LFADP Application” in the subject line.

Alternatively, post your application and CV to:

Ian Mason, Oxfordshire FA, Unit 4, Witan Park, Avenue 2, Station Lane, Witney, Oxfordshire OX28 4FH

It would also be appreciated if you could complete the diversity monitoring form. This form is not mandatory, however it offers us with an opportunity to track applications from different parts of the community. Information supplied is anonymised and not stored with your application

The appointments are on a voluntary basis although reasonable qualifying expenses will be paid in line with the Oxfordshire FA expenses policy.

If you feel require more information about the role, please email Ian.Mason@OxfordshireFA.com Communications will be confidential.

Please note that all applications must be received by midnight on 2 January 2018.

The Oxfordshire Football Association Limited is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

Local Football Anti-Discrimination Panel - Role Profile

Appointed members of the Oxfordshire FA Local Football Anti-Discrimination Panel will serve on the commissions that adjudicate on disciplinary charges against participants for breaches of discipline that include behaviours containing as an aggravating factor discrimination on the grounds of the protected characteristics: ethnic origin, colour, race, nationality religion or belief, gender, gender reassignment, sexual orientation or disability. Members will also be given the opportunity to serve as an Independent Member on normal discipline commissions that deal with other misconduct.

Some cases would be heard in person although the processes exist for Participants to elect for such matters to be considered on papers only. Young children are not permitted to appear in person and will be represented by our Designated Safeguarding Officer who will have taken evidence in the company of a parent, guardian or carer. Older children can appear but will be accompanied by a parent, guardian or carer.

A Disciplinary Commission will consist of:

- a) 1 Member from the FA's National Anti-Discrimination Chair's Panel
- b) 1 Member of the Oxfordshire FA Local Football Anti-Discrimination Panel (LFADP)
- c) 1 Member of the current Oxfordshire FA Disciplinary Panel
- d) A trained Commission Secretary to assist the panel but not necessarily from Oxfordshire.

On completion of any case, the Chairman would be required to provide written reasons for all decisions which would be approved by the full panel before being issued to the participant and being published in general.

All appointments are subject to successful completion of an online assessment and attendance at on-going training sessions and future online assessments

Main Accountabilities

- To attend training
- To assist in Discipline Commissions held by Oxfordshire Football Association, when appointed, in accordance with FA Disciplinary procedures
- To assist the Chairman of the delivery of written judgements on all cases as required by the Chairman
- Act as an advocate for The FA and Oxfordshire FA, promoting a culture of respect for inclusion and championing inclusion and anti-discrimination across football;

Personal Characteristics

The key qualities required are:

- Ability to work collaboratively together and with the football bodies, across all the equality strands.
- A sound knowledge of judicial processes and preferably within a sporting context.
- Strong interpersonal and influencing skills.
- Enthusiastic champion for English Football's Inclusion and Anti-Discrimination Action Plan.
- Understanding of sport and football at all levels.
- Patience, diplomacy and confidentiality

Name: _____ *(please print)*

Application Form: Member of the Oxfordshire FA Local Football Anti-Discrimination Panel

Skills, qualities, knowledge and experience of members

Members of the Oxfordshire FA Local Football Anti-Discrimination Panel will assist in the panels that adjudicate on disciplinary charges against participants for breaches of discipline that include behaviours containing as an aggravating factor discrimination on the grounds of the protected characteristics:

ethnic origin, colour, race, nationality religion or belief, gender, gender reassignment, sexual orientation or disability.

Members of the Oxfordshire FA Local Football Anti-Discrimination Panel will be expected to assist in the management of such cases within The FA disciplinary framework and assist in providing written judgements on such cases.

Personal Characteristics

The key qualities required are:

- Ability to work collaboratively together and with the football bodies, across all the equality strands
- A sound knowledge of judicial processes and preferably within a sporting context.
- Strong interpersonal and influencing skills.
- Enthusiastic champion for English Football's Inclusion and Anti-Discrimination Action Plan.
- Understanding of sport and football at all levels.
- Patience, diplomacy and confidentiality.

Please tell us how you meet the person specification as set out above

(use a separate sheet if required)

Please tell us your reasons/motivations for wanting to be on this Panel

(use a separate sheet if required)

In addition please attach a current CV and return this along with your completed form to:

Ian.Mason@OxfordshireFA.com – with “LFADP Application” in the subject line.

Alternatively, post your application and CV to:

Ian Mason, Oxfordshire FA, Unit 4, Witan Park, Avenue 2, Station Lane, Witney, Oxfordshire
OX28 4FH

Closing date for applications is midnight on 2 January 2018.

OXFORDSHIRE FOOTBALL ASSOCIATION - EQUALITY AND DIVERSITY MONITORING FORM

The Oxfordshire FA is required to compile anonymous information on those individuals accessing its services and activities. Equality and diversity monitoring is the process of gathering and analysing data on people's characteristics. These characteristics are sometimes referred to as race, gender, transgender, disability, religion and belief, sexual orientation, age and disability. Monitoring allows the Oxfordshire FA to understand the makeup of its staff, Board, Council, committees and those accessing its programmes within affiliated football and meet the needs of individuals if activities need adapting.

Anyone involved with affiliated football are encouraged to respond to the questions about themselves, however, participation is entirely optional and you are not obliged to self declare your characteristics. Participation however, provides us with a clear picture of the makeup of those involved with our programmes and the information we receive is only used for monitoring and statistical purposes only. Please note the form is detachable and is not traceable to an individual.

Please tick as appropriate and send **ideally separately** to: Oxfordshire FA, Unit 4, Witan Park, Avenue 2, Station Lane, Witney, OX28 4FH

Thank you for your help.

Course/Event/Workshop.....

GENDER

Male Female

AGE

16 – 20 21 – 30 31 – 40 41 – 50 51 – 60 61+

RELIGION or BELIEF

How would you describe the religion to which you feel you belong?

Atheist	<input type="checkbox"/>	Buddhist	<input type="checkbox"/>	Christian	<input type="checkbox"/>
Hindu	<input type="checkbox"/>	Jehovah's Witness	<input type="checkbox"/>	Jewish	<input type="checkbox"/>
Muslim	<input type="checkbox"/>	No Religion/Faith	<input type="checkbox"/>	Other Faith background	<input type="checkbox"/>

Prefer not to say

SEXUAL ORIENTATION

Which of the following options best describe how you think of yourself?

Heterosexual/Straight Gay Man Gay Woman/Lesbian Bisexual Other **Prefer not to say**

DISABILITY

Under the Equality Act 2010, disability is defined as a physical or mental impairment that has a substantial and long term adverse effect on the ability to carry out normal day to day activities. Substantial means more than minor or trivial. Impairment covers, for example, long term medical conditions such as asthma and diabetes, and fluctuating or progressive conditions such as rheumatoid arthritis or motor neurone diseases. A mental impairment includes mental health conditions (such as bipolar disorder or depression), learning difficulties (such as dyslexia) and learning disabilities (such as autism and Down's syndrome). Some people including those with cancer, multiple sclerosis and HIV/AIDS are automatically protected as disabled people by the Act.

Do you consider that you meet this definition?

Yes No Not sure

If you have indicated yes, please indicate the impairment(s) that you feel applies to you:

Blind/partially sighted Deaf/hard of hearing Physical disability Learning disability
 Communication barriers Experience of mental and emotional distress **Prefer not to say**

ETHNICITY

Indicate in the appropriate box your ethnic background. *Ethnic categories are not about nationality, place of birth or citizenship. They are about the group to which you feel you belong to. The descriptions below are from the 2011 census.*

White

British English Scottish
 Irish Gypsy or Traveller Any other white background

Mixed

White & Black Caribbean White & Black African White & Asian
 Mixed background Mixed other background

Asian

British-Indian Indian British Pakistani
 Pakistani British Bangladeshi Bangladeshi
 British-Chinese Chinese Any other Asian background

Black

Black Caribbean Caribbean British African
 African British Other
 Any other Black background
Other Background **Prefer not to say**