



**The County Disciplinary
(Anti Discrimination) Chairman's Panel
Prospective Member Application Pack**

July 2013

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Dear Colleague,

Reference: The County FA (Anti Discrimination) Chairman's Panel

In December 2012, The FA Board approved English Football's Inclusion and Anti Discrimination Action Plan, 2013-17. This was an important moment, as it was the first time that all parts of the game, (The FA, The Premier League, The Football League, The Professional Footballers Association, The League Managers Association, The Professional Game Match Officials Limited and The Referees Association), had come together with a comprehensive plan to promote inclusion and tackle discrimination in all its forms.

Part of that process will also include the management of incidents at County level. The FA has established a County FA (Anti Discrimination) Chairman's Panel to lead any Disciplinary Commission established to adjudicate any charges at local level which include any of the protected characteristics as part of the charge.

We are looking for a diverse group of committed individuals with a variety of backgrounds, who have the relevant experiences to adjudicate on such cases.

If you would like to apply then please complete the application form and return it by email or by post along with your current CV.

I look forward to hearing from you.

Kind regards

Darren Bailey

FA Director of Governance and Regulation

2. Guidance on How to Apply

If you are interested in applying to be a member of the County Disciplinary (Anti Discrimination) Chairman's Panel please complete the application form and return it by email or by post, along with a current CV to Discipline@thefa.com

We would also appreciate your assistance if you could complete the diversity monitoring form. Completion is entirely optional, however, it offers us an opportunity to track the breadth and depth of applications from different parts of the community. Please return this form only to Equality@thefa.com

The appointments are on a voluntary basis; however a fee is paid and expenses are reimbursed in line with The FA's expenses policy and members would initially serve for a period of four years but would be eligible for re-appointment.

If you feel you require more information about the role or need assistance with your application, please do not hesitate to contact either Mark Ives (FA Discipline Manager), mark.ives@thefa.com or Robert Marsh (FA Assistant Discipline Manager), Robert.marsh@thefa.com. Conversations will be both informal and confidential.

Please note that all applications must be received by 5pm on Friday 23rd August 2013.

A selection panel will meet following this date to shortlist those who will be invited to attend an informal open day where further information will be provided. We will be in touch with shortlisted candidates to provide further information.

3. County FA Anti Discrimination Chairman's Panel

The Football Association - Wembley Stadium



The FA is the governing body for football in England and is primarily responsible for all regulatory aspects of the game, running the England teams and organising The FA Cup and other domestic competitions. The FA is a non-profit making organisation with all surpluses being redistributed back into the game.

In December 2012, The FA Board approved English Football's Inclusion and Anti-Discrimination Action Plan, 2013-17.

As part of that plan, it was agreed to provide assistance to County Football Associations in the management of complaints, investigations and charges for breaches of Discipline that contain an act of discriminatory behaviour as an aggravating factor and in particular specifically on one or more of the following protected characteristics: age; race; gender; disability; mental health; faith; sexual orientation and gender reassignment.

As a member of the County FA Anti Discrimination Chairman's Panel, you will be appointed centrally by The Football Association to Chair commissions to hear such cases.

We are seeking high calibre candidates with significant knowledge or experience in equality matters and/or the Judicial process from the football and/or sport industry.

You will need to have the ability to manage a Disciplinary Panel, prepare judgement reasons and be an advocate for English football's work in inclusion and anti-discrimination and have proven ability to work collaboratively.

Please email your completed application form, full CV and cover letter to: Jill Roberts, FA Discipline Department, via discipline@thefa.com quoting reference FA/CFACP.

Should you have any questions, please contact either Mark Ives (FA Discipline Manager), mark.ives@thefa.com or Robert Marsh (FA Assistant Discipline Manager), Robert.marsh@thefa.com.

Closing date for applications is 5pm on Friday 23rd August 2013.

4. County FA Disciplinary (Anti discrimination) Chairman's Panel Role Profile

Members of the County FA Disciplinary (Anti discrimination) Chairman's Panel will chair 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: age; race; gender; disability; mental health; faith; sexual orientation and gender reassignment.

The Chairs of the Panel will be expected to oversee the management of such cases within The FA disciplinary framework and provide written judgements on such cases.

Most cases would be heard in an oral hearing although the facility exists for Participants to elect for such matters to be considered on papers only.

The Chair will lead a Disciplinary Panel which consists of:

- a. 1 Member from the County FA Disciplinary (Anti Discrimination) Chairman's Panel
- b. 1 Member of the County Local Football (Anti discrimination) Panel (to be established by January 2014)
- c. 1 Member (2 until such time as membership from b. Above is established), of the County FA Disciplinary Committee
- d. A Commission Secretary (normally appointed by the local County FA), to support the panel.

On completion of any case, the Chairman would be required to provide written reasons for all decisions.

Membership of the Panel would initially be for a 4-year period and is a casual appointment and a fee per case plus expenses in line with The FA expense policy would be paid.

All appointments are subject to attendance at annual training and successful completion of an annual online assessment.

Main Accountabilities

- To attend annual training
- To Chair Discipline Commissions at local County Associations, when appointed, in accordance with FA Disciplinary procedures
- Delivery of written judgements on all cases.
- Act as an advocate for The 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 and diplomacy.