

**The Hampshire Football Association Discipline Panel Prospective Member Application Pack**



Dear Applicant,

In October 2014, The Discipline Committee, agreed that in order to ensure that the County’s Discipline Panels are as independent and diverse as possible to reflect the changes in today’s society they have as part of the Committee plan decided to have an application process for all members (both HFA Council/Independents)

As part of the plan, we are seeking to appoint local members for the County Association Discipline Panel; we are 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.

If you are interested and would like to apply for a position on the Discipline Panel, please complete the application form and return it by email or post along with your current curriculum vitae (Current members need not include a CV)

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

Training will be given and all panel members will be required to undertake mandatory training prior to being appointed to any panel.

We look forward to receiving your application.

Kind regards,

Chief Executive
Hampshire FA

**Guidance on how to apply**

If you are interested in applying to be a member of the Hampshire Football Association Discipline Panel, please complete the application form and return it by email or post along with your current CV to the **Hampshire County FA, (William Pickford House, Winklebury Football Complex, Winklebury Way, Basingstoke, RG23 8BF; Email:** **debbie.sowton@hampshirefa.com**

The appointments are on a voluntary basis although expenses may be paid in line with the County FA expenses policy.

If you feel you require more information about the role or need assistance with your application, please do hesitate to contact debbie.sowton@hampshirefa.com or Tel: 01256 853006.). Conversations will be both informal and confidential.

Please note that all applications must be received by **Midnight, Tuesday 1st May 2018**.

A selection panel will meet following this date to shortlist those who will be required to complete in house training prior to being appointed to any panel.

We will be in touch with short listed candidates to provide further information.

**Midnight, Tuesday 1st May 2018**

**Disciplinary**

* Terms of reference – To deal with disciplinary and misconduct procedures in accordance with

the provisions within the Rules and Regulations of The Football Association and of this

Association.

* To have an understanding of the Rules of The FA and Hampshire FA relating to Discipline.
* To serve the Association as a Member of Disciplinary Commissions and Boards of Enquiry.
* To represent the Association at meetings and seminars of The FA and other organisations relevant to discipline as and when required.
* To remember at all times that the cases that you will be dealing with require you to remain confidential at all times

**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.
* Understanding of sport and football at all levels.
* Patience and diplomacy.

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| --- |
| **Please tell us how you meet the person specification as set out above****(use a separate sheet if required)** |
|  |

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| **Please tell us your reasons/motivations for wanting to be on this Panel****(use a separate sheet if required)** |
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**In addition please attach an up to date CV and return this along with your completed form to:**

**Hampshire County FA, (William Pickford House, Winklebury Football Complex, Winklebury Way, Basingstoke, RG23 8BF; Email:** **debbie.sowton@hampshirefa.com**

**All forms (application form & CV) must be returned by (Midnight, Tuesday 1st May 2018).**

HAMPSHIRE FOOTBALL ASSOCIATION

Discipline Panel Members Details 2018-2019

|  |  |
| --- | --- |
| Name |  |
| ADDRESS |  |
| Telephone | Home:- Work:- Mobile:-  |
| E-Mail | Home:- Work:-  |

## Availability

|  |  |  |
| --- | --- | --- |
|  | **Daytime** | **Evening** |
| Monday |  |  |
| Tuesday |  |  |
| Wednesday |  |  |
| Thursday |  |  |
| Friday |  |  |
| Saturday AM |  |  |

**Non Personals – by WEBEX (need access to computer with Speaker /Headphones or IPAD)**

|  |  |  |
| --- | --- | --- |
| Monday AM/PM | Tuesday AM/PM | Wednesday AM/PM |
| Thursday AM/PM | Friday AM/PM |  |

## Area Availability

##### Please note it is a requirement that you are available to sit outside of your own area

|  |  |
| --- | --- |
| WINKLEBURY |  |
| **ISLE OF WIGHT****(Need to be at the Red Jet in Southampton in time to catch the 5.15pm Jet)** |  |
| **PORTSMOUTH** |  |
| **SOUTHAMPTON** |  |

**Hampshire Football Association**

**Discipline Panel Members Conflict of Interest Form**

**Club/s involved with for Season 2018-2019 (Please list age group)**

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**League/s Involved with for Season 2018-2019 (Officer/Management Committee/Clubs participate in)**

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Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please attach any additional Clubs/Leagues on a separate piece of paper.

If there are any changes to this list during the 2018/19 season please advise the office on 01256 853006 or discipline@hampshirefa.com