Position Description

Role
The Election Oversight Panel (‘EOP’) plays an important role in World Athletics’ Governance framework.

The purpose of the EOP is to:

- Supervise elections of the World Athletics Council and the Athletes’ Commission ensuring that all Candidates conduct their candidacies with honesty, integrity and moderation and in compliance with the Integrity Code of Conduct, the Candidacy Rules and any other applicable World Athletics Rules;
- Ensure that Candidates to the position of Area President comply with the World Athletics Candidacy Rules;
- Support administration of tasks relating to the organisation, running and supervision of the elections at World Athletics Election Congress.

Composition
The EOP consists of five members, including a chair, all of whom are independent of World Athletics.

Criteria
The members of the EOP will have the relevant experience in developing and managing electoral processes, ideally having done so with sports bodies.

The specific attributes of persons seeking to apply for this position are:

- A person of impeccable integrity;
- Significant governance experience including experience in administering election processes;
- Strong legal knowledge, preferably in the context of sport;
- Fluency in written and spoken English required and knowledge of additional languages is desirable.

Appointment and Term
The World Athletics Nominations Panel is responsible for recommending to the World Athletics Council the preferred candidates for appointment to the EOP following completion of the search and selection process.

The EOP will be appointed by the World Athletics Council and endorsed by the World Athletics Congress that will be held in Budapest on 17 and 18 August 2023.

The appointment is for a period of approximately four years beginning in August 2023 ending at the conclusion of the World Athletics Congress in 2027.

The work plan will cover the 2025 & 2027 Athletes’ Commission elections, and the 2027 Council and Area President elections.

The EOP will also be expected to supervise any ad hoc elections which may arise from time to time.

Responsibilities
The members of the EOP will have at least the following responsibilities:

- to manage the overall candidature process and ensure that the applicable deadlines are complied with;
Members of the World Athletics Election Oversight Panel

- to develop and maintain candidate packs containing application forms and related materials for completion by those seeking election;

- to issue guidelines on the obligations and procedures to be complied with by Candidates, to assist Candidates in understanding their obligations and to ensure that the election process is fair and honest;

- to review all Candidate applications and determine whether the Candidate can stand for election;

- at its discretion or when requested to do so by any person, to review any written materials produced by or on behalf of a Candidate to ensure that they are consistent with the Candidacy Rules;

- to attend the Election Congress meeting to ensure the smooth running of the electoral process in accordance with the World Athletics Constitution and the World Athletics Rules of Congress and applicable rules; provide similar support to the Athletes’ Commission elections;

- to provide guidance to Candidates to Area President positions and ensure their compliance with World Athletics’ Candidacy Rules to the extent applicable:

- to obtain information from all Candidates following the Election Congress, and prepare a report to the World Athletics Congress, on campaign expenditures; and

- to address any breaches or alleged breaches of the Candidacy Rules, including those subject to referral to the Athletics Integrity Unit.

Procedures/ Administration
The Panel is expected to meet at least two times a year, plus attendance at each Election Congress, and on an ad hoc basis as necessary to respond to issues or meet timeframes. The EOP largely conducts its work by video conference and emails to fulfil its responsibilities. For the Athletes’ Commission elections, which take place at every World Athletics Championships (i.e., every two years), the EOP will designate one Member to attend to supervise such elections.

The EOP is assisted in its work by the World Athletics Compliance and Risk Officer.

The positions on the EOP are voluntary. However, World Athletics reimburses any travel or other expenses incurred in the role and provides a nominal travel per diem allowance.

How to apply
Applicants should consult the Candidacy Rules for a fuller description of the election process and the roles and responsibilities of the EOP.

All applicants are subject to vetting by the World Athletics Vetting Panel, to confirm their eligibility for appointment, and should therefore also review the World Athletics Vetting Rules.

The World Athletics Candidacy and Vetting Rules are available [here](#) (see Book B: Organisation).

Applications to the email address [panel-candidates@worldathletics.org](mailto:panel-candidates@worldathletics.org) must include the following:

- **A full Curriculum Vitae**

- **Confidential contact details** including address (work and home), telephone numbers (including mobile) and confidential email address

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• Referees: full contact details of three referees. Please note that referees will only be contacted after prior consultation with you. It is the applicant’s responsibility to ensure that referees are willing to provide a reference when contacted by any member of the selection team.

Applications close at 23:59 CET on Wednesday, 11 January 2023.

World Athletics is an equal opportunities employer and welcomes applications from a full diverse range of candidates, regardless of age, gender, ethnicity, sexual orientation, faith or disability.