Position Description

Role
World Athletics established a Vetting Panel in 2017 to decide whether persons seeking to be, or who are, World Athletics Officials are eligible to take or remain in office.

To ensure that members of the Vetting Panel also meet the same high standards of conduct and integrity as all other World Athletics Officials, World Athletics established a Screening Body whose role is to determine the eligibility of the prospective and existing members of the Vetting Panel.

Composition
The Screening Body comprises two persons who are independent of World Athletics.

Criteria
The members of the Screening Body must have significant legal experience, as well as experience in the vetting or screening of applicants and candidates to official positions.

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

- A person of impeccable integrity
- Significant governance experience, or experience in the vetting or screening of applicants or candidates to official positions;
- Strong legal knowledge, preferably in the context of sport;
- Experience of the Court of Arbitration for Sport an asset; and
- Fluency in written and spoken English is required, and knowledge of other languages is desirable.

Appointment and Term
The term of office commences on the date of appointment by Council and expires at the conclusion of the 2027 Election Congress. Members can be reappointed for further terms of office.

The World Athletics Nominations Panel is responsible for recommending to the World Athletics Council the preferred candidate for appointment to the Screening Body following completion of the search and selection process.

Responsibilities
The Screening Body has the same duties, powers and responsibilities as the Vetting Panel, and follows the same procedures for conducting the Vetting. These responsibilities include:

- To act at all times independently of World Athletics, for the sole purpose of conducting a full and fair assessment of the Eligibility of each applicant and existing Vetting Panel member.
- To instruct and oversee review by the Compliance and Risk Officer of the information disclosed by applicants and existing Vetting Panel members in accordance with the Rules.
- To instruct and oversee the gathering of additional information by the Compliance and Risk Officer from publicly available sources and external business intelligence agencies as deemed necessary by the Panel for a proper determination of Eligibility.
Members of the World Athletics Screening Body

- To make decisions on Eligibility in a timely and efficient manner in accordance with the timeframes set out in the Rules, and to report to Council accordingly.
- To report issues and matters of concern to the Head of the Athletics Integrity Unit where considered to be potentially relevant to the work of the Athletics Integrity Unit.

Further details about the Screening Body and Vetting Panel are set out in the World Athletics Vetting Rules found here on the World Athletics website (Book B: Organisation – B3.2).

Procedures/ Administration
The Screening Body works on an ad hoc basis as necessary to respond to the need to conduct vetting in accordance with the Vetting Rules. The Body largely conducts its work by conference calls and emails to fulfil its responsibilities.

The Screening Body is assisted in its work by the Compliance and Risk Officer.

The Screening Body may be convened at any other time during its 4-year term if any vacancy arises in the membership of the Vetting Panel or if a Panel member’s Eligibility needs to be re-considered. However, as the Vetting Panel is appointed every four years, reviewing the next applications of prospective candidates for the Vetting Panel is expected to take place principally by the second quarter of 2027.

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

How to apply
Applications to the email address panel-candidates@worldathletics.org must include the following:

- A full Curriculum Vitae
- Confidential contact details including address, telephone numbers (including mobile) and confidential email address
- 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.