Lead/PerformanceTeam Manager Application for International Opportunities (incl Chef de Mission) 2017-18 Season

This document is intended to accompany selection and allocations processes for the role of Chef de Mission (CdM), Lead/Performance Team Manager (L/PTM) at a nominated event – for example Junior World Cup, Junior and Cadet European and World Championships . It is for use by members of British Fencing. In completing this form please ensure that you provide all the information to be considered by the selectors.

# Personal Details

|  |  |
| --- | --- |
| Name |  |
| Address: |  |
| Postcode: |  |
| BFA Number: |  |
| Preferred Contact Details (email/phone | Email:  Tel Phone:  Mobile: |
| Nationality: |  |

## Personal Statement

Please describe your approach to the CdM L/PTM Role. What do you consider are the priorities for a Performance Team Manager and what is the culture that you set (or would set) out to create when working with the athletes, parents, referees, and suppliers on Junior International competitions (and Cadets at Cadet and Junior European and World Championships).

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# Skills & CPD

**Professional and other relevant qualifications**

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| State any courses attended relevant to this application |

**What CPD have you done in the past 2 years?**

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# 3.Competitions

Please list the competitions that you wish to be considered for. A full list of nominated competitions, their status (whether still requiring TMs, selection closing dates etc.) can be found on the BF website as well as attached to the procedure document .

Type - JWC = Junior World Cup, J&C EC = Junior and Cadet Euro Champs, J&C WC = Junior and Cadet World Champs

Weapon – ME, MS, MF, WE, WS, WF

Priority – please indicate using 1,2,3 your order of choice if you have any preferences.

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| --- | --- | --- | --- | --- | --- |
| **Date** | **Competition Name** | **Type** | **Weapon** | **Comments** | **Priority** |
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**Additional Notes:**

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|  | I would like to be considered as the Chef de Mission Lead/Performance Team Manager\* for any junior world cup event |
|  | I would like to be considered as the L/PTM\* for a specific weapon only:  men’s / women’s – foil / epee / sabre (please circle as appropriate) |

\*delete as appropriate

# Relevant Experience

**Information in support of your application**

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| Please give details of any additional information in support of your application and reasons for applying |

**What has been the biggest successes and challenges of your TM role to date?**

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# Additional Considerations or Comments

Please include any other considerations that you wish to be taken into account. Unfortunately we cannot forward on chains of email correspondence to selectors so this section is where you should include ***any other information*** that you wish to be considered by the selectors.

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**Data Protection Statement**

The information that you provide on this form and that obtained from other relevant sources will be used to process your application. The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process. If you succeed in your application and take up the voluntary opportunity with us, the information will be used in the administration of your role with us. We may check the information collected, with third parties or with other information held by us. We may also use or pass on to certain third parties information as permitted by law.

By signing the application form we will be assuming that you agree to the processing of sensitive personal data (as described above), in accordance with our registration with the Data Protection Commissioner.

# Declaration

* I have read the relevant BF Lead/ PerformanceTeam Manager Selection Document(s) and acknowledge that these may be adjusted from time to time and changes published on the British Fencing website
* I agree to uphold the British Fencing Officials Code of Conduct – and failure to uphold this may result in the requirement to reimburse British Fencing for expenses that I incur, and may invalidate the British Fencing public liability insurance in the event of an incident
* I have read and agree to abide by the BF expenses policy including the Officials expense policy addenum
* I have read the current Lead/Performance Team Manager Job Description
* I am responsible for my own travel insurance and have confirmed that it is appropriate for the Team Manager activities I wish to be selected for
* Should my ability to Team Manage for any of the competitions change I will inform British Fencing as soon as is practically possible
* I understand that this form will be sent onto members of the BF L/PTM Selection Panel
* I understand that BF may publish a summary list of A) L/PTMs that have put themselves forward to TM at competitions, and B) L/PTMs that have been allocated or selected to L/PTM at competitions. It is my responsibility to check these lists and inform British Fencing accordingly should any errors be identified
* In the event that I am putting myself forward for a European or World Championships I am available for the full length of time unless I indicate otherwise
* I have a valid BF DBS (or equivalent) check performed in the last 3 years
* I have attended/am scheduled to attend on <> a BF Safeguarding course in the last 3 years
* I understand that I will be expected to attend a Performance TM workshop. (This will be scheduled in collaboration with selected TMs)
* I confirm that all information given in this application is correct to the best of my knowledge, that all the questions related to me have been accurately and fully answered and that I am in possession of the qualifications I claim to hold
* I give my consent to British Fencing to record, process and validate my personal information and sensitive personal data in line with the Data Protection Act 1998 and all other legislative provisions

**SIGNED:**

**DATE:**

**Signature**:

**Date**:

Please sign and return a copy of this form to [customerservice@britishfencing.com](mailto:customerservice@britishfencing.com). You will receive an acknowledgement from British Fencing.

**Version History (can be placed at end)**

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| --- | --- | --- | --- |
| **Version Number** | **Date Updated** | **Updated by** | **Comments** |
| v0.1 | 12.05.2017 | NB | First draft |
| V1.0 | 17.05.2017 | NB/GU | Finalised and approved |
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