

 **DRIVING**

 **PARA DRIVING**

JOB DESCRIPTIONS

Technical Delegates

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Job title

FEI Level 2-4 Driving Technical Delegate

Job analysis

As an Assistant Technical Delegate. Assists the Technical Delegate at International Events by taking over specific planning activities.

As a Technical Delegate at CAIs, is responsible for the inspection of the arenas, courses, and results management, the facilities, and the organisation and running of International Competitions or Events, in accordance with the FEI Rules and Regulations.

As a Technical Delegate at CAIOs and Championships, supplemental to the above-mentioned duties, approves all administrative arrangements.

Profile

- To be an FEI Driving Judge, Steward or Course Designer
- To have an English proficiency grade of B1 for Level 2, and B2+ for Level 3 and 4
- To be able to work under time pressure
- To be able to take responsibility
- To be team oriented
- To be physically able to carry out the FEI Driving Technical Delegate's tasks
- To have knowledge in the following areas:
 - FEI Rules and Regulations
 - Horsemanship, sequence of movement, distance and space
 - Equine and equestrian terminology
 - To have good knowledge of horse physiology, in relation to:
 - weather conditions
 - terrain characteristics
 - Risk and crisis management
 - Equine and Athlete safety requirements

Work area

According to the FEI Driving Rules

Reports to

The Assistant Technical Delegate reports to the Technical Delegate

The Technical Delegate reports to the FEI. Once the President of the Ground Jury has assumed control, the Technical Delegate supervises the technical aspects of the Event and reports to the President of the Ground Jury.

Team management

The Technical Delegate is responsible for organising the Assistant Technical Delegates duties. The TD supervises the Course Designer, Scoring Office, Show office and their teams.

Key responsibilities

All levels and function

- To respect the FEI Officials Code of Conduct

Assistant Technical Delegate

- To ensure that all tasks assigned by the Technical Delegate are met.

Level 2-3 Technical Delegate

Before the Event

- To liaise with the Organising Committee/Event Director, The President of the Ground Jury , the Chief Steward and the Veterinary Delegate.
- To advise and instruct the OC in all Technical requirements
- To ensure that all the required equipment is in place
- To liaise with the OC and Course Designer about all course design and course building related aspects during the event
- To liaise with the Assistant Technical Delegate and the team, and assign their duties

During the Event

- To address matters or situations with the President of the Ground Jury, all other Officials, the Organising Committee where the TD's advice could be requested/required
- To oversee the Course Designer and his Team in all 3 phases of the Event
- To chair Chef d'Equipe Meetings and briefings
- To oversee the Show Office and the Scoring Office
- To set-up of the courses within the timetable agreed with the Course Designer
- To brief Obstacle Observers and Timekeepers in their duties
- To course walk with the President of the Ground Jury and Course Designer, ensuring the Technical and safety aspects are met
- To check compliance with the FEI entry system
- To check the technical aspects of the:
 - Stables and their implemented security measures
 - Practice arenas
 - Competition arenas
- To collect all data necessary for the completion of the TD's report, including, but not limited to, detailed information regarding incidents and/or accidents that might have occurred
- To ensure that all results and prize money distribution have been checked, are correct, and signed off
- To discuss the Event and any suggestions for future improvements with the OC/Event Director

After the Event

- To complete and upload/email the (online) Technical Delegate's report to the FEI Driving Department within 14 days

Level 4 Technical Delegate

Supplemental to the above-mentioned characteristics:

- To have an English proficiency grade of C1 or above
- To have good interpersonal skills
- To have good communication skills
- To be able to handle high pressure situations
- To have (respectively) good/excellent knowledge in the following areas:
 - Event organisation
 - Team management
 - Conflict management
 - Time management
 - Media skills
 - Legal matters