

JOB DESCRIPTION – FEI Championship Footing Advisor

Job Title

FEI Championship Footing Advisor

Job Overview

The FEI Championship Footing Advisor will work with the Organising Committee (OC), FEI (including FEI Officials) and any appointed contractor/s to ensure all footing used for the Event, including field of play, warm-up and training arenas, complies with the FEI Footing Standard immediately prior to and throughout the Event.

Key Responsibilities

The FEI Championship Footing Advisor will be responsible to the OC and FEI for the following scope of services:

1. Advise on and specify appropriate footing design for the field of play and training arenas, including base, drainage and equestrian artificial footing layers.
2. Review and sign-off tender specifications and scopes of work for the tendering of all civil works and material supplies. Documents to be produced by Organising Committee.
3. Assess all tender responses (provided by Organising Committee), including conducting analysis of proposed materials, advise on and sign-off appointment of the most appropriate suppliers and contractors capable of delivering to the required standards.
4. Design and coordinate implementation of a testing strategy in accordance with FEI requirements with the aim of ensuring the field of play and all training arenas achieve the FEI footing performance standard. This will include laboratory analysis and standard track-in-a-box testing. Furthermore in-situ testing must be conducted following installation, immediately prior to both the Test Event and the Event, and regularly throughout the Event period. The FEI Championship Footing Advisor will be expected to submit an assessment of results to the OC and FEI after each testing stage.
5. Carry out site inspections (number to be agreed depending on local circumstance) during construction of field of play and training arenas to review progress and ensure correct methodology is being followed. Site inspections must at least be such as to enable review of (1) installation of sub-base layers including drainage, (2) mixing of footing materials, and (3) installation of footing, including overseeing initial in-situ footing test.
6. Review and sign-off a maintenance strategy aimed at ensuring the FEI footing performance standard is maintained on the field of play and all training arenas from point of installation, through any Test Event, and until the end of the Event period.
7. Provide input and advice to the FEI Technical Delegate/s, helping them to meet their responsibility for signing-off field of play and training arena readiness prior to the Event.
8. Monitor maintenance of the field of play and training arenas during any Test Event and throughout the Event period, advising as necessary to ensure optimal conditions are maintained for all training and competition sessions.
9. Provide daily reports throughout the Event period to the OC, FEI and Technical Delegate/s regarding the status of footing on the field of play and all training arenas.

Profile

The successful applicant will:

- have a significant proven record of professional experience of equestrian footing construction and maintenance of permanent and temporary arenas over a period of at least ten years
- have significant experience of providing advice to Organising Committees on footing construction and maintenance at FEI Senior Championships and Games
- have knowledge of the FEI Footing Standard and the corresponding testing procedures
- be able to speak and write English fluently
- be able to work well under pressure
- have good communication skills
- be able to work well in a team
- be able to assess situations and take prompt, appropriate and transparent decisions

Submission

The applicant is expected to submit a proposal setting out how he/she will meet the scope of responsibilities outlined above. It must include the following:

- number of work days to be allocated to each stage of the project as outlined in the above scope
- daily rate, detailing any applicable taxes and/or surcharges
- all anticipated travel, accommodation and other expenses

Conflict of Interest

In their role the FEI Championship Footing Advisor must be particularly aware of any conflict of interest and ensure maximum transparency in a pro-active way, declaring throughout their advisory deployment all relationships, both current and past, with footing providers and manufacturers.