
STATUTORY POSITION

MEMBER OF THE MEDICAL COMMITTEE

1. TERM

The term will begin at the close of the General Assembly at which the Medical Committee Member (the "Member") has been elected and remain in office for a period of four years, unless he/she resigns, are dismissed by the General Assembly or cease to act as Member for any other reason.

2. PRIMARY POLICY RESPONSIBILITY

To support and actively endorse policies which arise from the FEI Bureau.

To assist the Chair of the Committee to contribute anti-doping and other related athlete health policies to the Bureau and General Assembly, as required.

If requested by the FEI, the Committee may report to the Bureau and/or the General Assembly through its Chair unless the Chair or his or her deputy is not present, in which case the given Committee shall report through the Secretary General.

3. KEY SUCCESS FACTORS

The Applicant should be able to show:

- 3.1. Must be a medical doctor, with significant experience in sport medicine, preferably in horsesport;
- 3.2. Analytical and evaluation skills;
- 3.3. Must be proficient in the English language;
- 3.4. Must have working knowledge of computer skills and be proficient in the use of: email and Word;
- 3.5. Strong problem solving skills;
- 3.6. A commitment to ethics, fair play and honesty;
- 3.7. Open-minded, innovative and "forward-thinking";
- 3.8. Understands the goals and mandate of the Medical Committee and is willing to work toward promotion of transparency and accountability in the organisation, with no personal or national agenda;
- 3.9. Ability to work flexible hours;
- 3.10. Time availability for the Committee, (i.e. attendance at committee meetings (2-3 days including travel), daily access to email, willing to commit a 2-6 hours per week towards Committee work, Occasional projects may require a greater commitment)

4. ADMINISTRATIVE DETAILS

An annual travel and subsistence budget will be established by the Legal Director. All travel will be arranged by the FEI or the FEI appointed travel agency.

5. KEY RESPONSIBILITIES

- 5.1. To be familiar with and comply with all relevant FEI Rules and Regulations related to his/her role;
- 5.2. To attend and actively participate at Committee meetings (in person and teleconferences) and to provide impartial advice on all policy matters;

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- 5.3. To maintain contact throughout the year with Headquarters through the Legal Director and to respond to FEI correspondence on Medical related matters within a reasonable time-frame;
 - 5.4. To have sufficient available time to commit to the Committee;
 - 5.5. To develop policy plans, as tasked by the Chair and the Legal Director;
 - 5.6. To undertake tasks as assigned by the Chair and Legal Director;
 - 5.7. To provide impartial advice on all policy matters.

6. KEY COMMITTEE RESPONSIBILITIES

- 6.1. To act as the Therapeutic Use Exemption (TUE) Panel for the FEI (including evaluate and decide on the approval or denial of the TUE requests). To provide feedback to TUE requests within 7 days whenever possible. On some occasions the time response required may be shorter;
- 6.2. To Advise Headquarters on matters relating to the health and safety of human athletes and on all matters related to human anti-doping testing;
- 6.3. To serve as medical advisor on ad hoc committees when requested by Headquarters;
- 6.4. To oversee Human Testing conducted by the FEI when requested.

7. POSITIONS CONSTRAINTS

- 7.1. As an FEI appointed official to undertake to respect all FEI Rules and Regulations, as well as the FEI Code of Ethics and Conflict of Interest Policy (see Appendix 3 – Internal Regulations of the FEI). Particularly to commit to avoid any actual or perceived conflict of interest. To maintain a neutral, independent and fair position towards all FEI constituents. Financial and/or personal interests shall never influence officiating duties and shall spare no effort to avoid any such perception. In this sense to update the Conflict of Interest Statement annually or as necessary;
- 7.2. In the course of the duties or when representing the FEI to refrain from making any public statements, including to the media or in social media, that might cause harm to the FEI or to equestrian sport in general. This includes statements that might create a perception of bias.
- 7.3. Shall remain neutral when performing his duties as member and may not represent the interest of any specific stakeholder or third parties;
- 7.4. To acknowledge that the Curriculum Vitae (without contact details information) of appointed bodies are published on Inside.fei.org and available to the public.
- 7.5. To acknowledge that the Bureau is to provide policy and Headquarters to provide the day to day management of FEI business;
- 7.6. May not sit on more than 1 Standing Committee at the same time or hold another position within the Bureau or Headquarters;
- 7.7. May not serve more than 1 full term in the same function without a break of 2 years;
- 7.8. This position is honorary and carries no remuneration. Reasonable expenses incurred while fulfilling the functions of a member of the Committee shall be met by the FEI.
- 7.9. To not exceed travel and subsistence budget, unless authorised by the Bureau.