

## **EDUCATION COMMITTEE CHAIR ROLE DESCRIPTION / POSITION PROFILE**

### **ABOUT WADA**

Formed in 1999, the World Anti-Doping Agency (WADA) is an international independent agency composed and funded equally by the Sports Movement and Governments of the world. As the global regulatory body, WADA's primary role is to develop, harmonize and coordinate anti-doping rules and policies across all sports and countries. Its key activities include: ensuring and monitoring effective implementation of the World Anti-Doping Code and its related International Standards; scientific and social science research; education; intelligence and investigations; and building anti-doping capacity with anti-doping organizations worldwide.

WADA's vision is a world where all athletes can compete in a doping-free sporting environment; and, the Agency's mission is to lead a collaborative worldwide movement for doping-free sport.

### **EDUCATION COMMITTEE PURPOSE**

Clean sport education, as one prevention strategy highlighted in the World Anti-Doping Code (Code), seeks to help athlete and any other person to avoid inadvertent anti-doping rule violations, and to promote behavior in line with their values and clean sport. An athlete's first experience with anti-doping should be through education rather than doping control.

The purpose of the Education Committee is to provide expert advice, recommendations and guidance to WADA Management with respect to both short-term education strategies and activities, and longer-term approaches to WADA's education programs.

### **FUNCTION OF THE STANDING COMMITTEE CHAIR**

**As a Standing Committee Chair, the role will include the following:**

- Ensure meetings are called and held in accordance with the organizations' mandate, terms of reference and/or regulations;
- Schedule dates, times and location for meetings, in consultation with the WADA liaison person/s of the Committee;
- Establish and confirm an agenda for each meeting, in consultation with the WADA liaison person/s of the Committee;
- Ensure the meeting agenda and relevant documents are circulated by the WADA Secretary to the members of the Committee at least 10 working days in advance of the meeting;
- Commit the time required for preparation and familiarization of all meeting documentation and agenda items;
- Request from WADA information that is necessary for decision making;
- Officiate and conduct meetings;
- Communicate with the Committee members between meetings, as necessary and appropriate;
- Provide leadership and ensure Committee members are aware of their obligations and that the Committee complies with its responsibilities;

- Develop with the WADA liaison person/s of the Committee, Committee members and WADA staff the objectives/deliverables and work plan of the Committee;
- Assign work to the Committee members as appropriate;
- Ensure there is sufficient time during the meeting to fully discuss agenda items;
- Ensure that discussion on agenda items is on topic, productive and professional;
- Ensure meeting notes are complete and accurate, retained, included and reviewed at the next meeting;
- Maintain an excellent Committee meeting attendance record;
- Ensure ongoing communication with the WADA liaison person/s of the Committee between meetings by responding promptly to information requests and correspondence;
- Report any concerns regarding governance, ethics or conduct to the WADA liaison person/s;
- Provide leadership and guidance to the relevant WADA Department {Education} and associated staff;
- Compile and deliver the Committee's reports to the WADA Executive Committee and Foundation Board, as and when necessary, both in writing and virtually, or in person when the Chair of the Executive Committee/Foundation Board deems it necessary;
- Report relevant WADA Executive Committee and Foundation Board decisions or comments back to the Committee;
- Provide perspectives of the Committee as appropriate or required, when in attendance at the WADA Executive Committee and/or Foundation Board meetings.

## **SELECTION CRITERIA**

### **Education Committee Chair profile/competencies:**

- Impeccable reputation, integrity and ethics;
- Experience in chairing committees;
- Experience in Education policy, program development and/or training
- Experience in international sport policy and environment;
- Recognized leader in field of Education;
- Familiar with the operations, roles and responsibilities of Code Signatories (International Federations, National Anti-Doping Organizations, Major Event Organizations, etc.);
- Good knowledge of the structure and dynamics of the global Anti-Doping Movement and WADA's work;
- Working knowledge of the role of Governments in clean sport including the Anti-Doping Conventions;
- Familiar with research, methodology and grant/funding programs in relevant areas;
- Good knowledge of athlete development, athlete pressures and vulnerabilities;
- Experience of education systems at national or international level;
- Ability to develop and maintain relationships with key stakeholders;
- Ability to support, communicate and effectively work with other Standing Committee Chairs as required;
- Experience in strategy;
- Experience in public speaking;
- Independent thinker with professional judgment;
- Ability to deal with complex issues and to take clear decisions;
- Good communicator with strong command of written English.

### **The Education Committee Chair will also demonstrate:**

- Global perspective and experience;
- Commitment to clean sport and the prevention of doping;

- Passion for education and its role in protecting clean sport;
- Desire and determination to support the goals and objectives of WADA;
- Commitment to key WADA events; e.g. Global Education Conference;
- Leadership skills to engage and involve members in sub-groups to deliver the Committees objectives and work plan;
- Keen desire to work in a highly collaborative, diverse, engaged and consensus driven Committee culture. WADA believes in active and direct communication and works hard to ensure an environment where its Committee members can share ideas and voice opinions;
- Flexible, patient style; willing to challenge, yet will listen to, and respect the views of others.

#### **Independence criteria:**

- The Education Committee Chair must meet the requirements of the Operational and Personal Independence criteria set out in the [WADA Regulations on Independence](#):
  - Operational Independence: the official in the exercise of their mandate shall always act in the best interest of WADA and remain free of undue influence. The fact that an official has a duty or responsibility to, or holds an office or a relationship with, a WADA stakeholder, or was nominated or proposed by a WADA stakeholder, does not per se hinder the official from exercising their mandate in the best interest of WADA.
  - Personal Independence: the official must exercise their mandate in a personal capacity and shall not act upon direction or coordinate with any other person / entity outside WADA.