

**For the attention of:**

European Athletics Member Federations  
European Athletics Council  
European Athletics Commissions

Copy: World Athletics President, World Athletics CEO

**Lausanne, 28 January 2022**

Circular Letter 2022/05

**Item covered in this letter:**

- **European Athletics Technical Delegates Course and Evaluation 2022**
  - Technical Delegates' profile
  - Course and evaluation
  - Participation and registration procedure
  - Financial conditions

Dear Friends,

European Athletics will renew its Technical Delegates Panel for the next 4-year period.

To ensure that Technical Delegates meet the high-level standards required nowadays for major international events, European Athletics has decided to stage a Technical Delegates course and evaluation which will be held **from Friday 29 April to Sunday 1 May 2022 (arrivals to be planned on Thursday 28 April 2022)**. The location will be confirmed as soon as possible.

Successful candidates will be included in the European Athletics Technical Delegates Panel 2023-2026 and will be officiating at European Athletics events. The panel will be composed of approximately 35 members with a maximum of four (4) per Member Federation and will also include experts of out-of-stadium disciplines who may come in addition to the quota of four.

**Technical Delegates' Profile**

The role of the Technical Delegate is to ensure that all relevant rules, regulations, and procedures are followed meticulously in the organisation and conduct of these competitions. With the increasing sophistication and complexity of athletics at the highest level, as well as the increased use of technology and the professionalisation of the sport, it is essential that Technical Delegates do not only have experience in the technical conduct of competitions, but are also educated in specific areas of increasing importance such as technology and event presentation.

Furthermore, the Technical Delegates should also demonstrate strong social / personal skills.

Pre-requisites:

- Good understanding of all aspects of events organisation
- Adequate technical skills and good knowledge of the competition rules
- Experience of competition management (ideally as competition director at national/international level)

- Understanding of Event Presentation and TV Production related topics
- Interest and understanding of new technologies
- Ability for teamwork, communication, adaptability, and leadership
- Good skills in decision making, stress management and crisis management
- Open-minded and solution oriented
- Fluent in English.

### **Course and Evaluation**

Both the course and the evaluation will be staged in English.

The following topics will be covered during the 2-day course:

- Role and responsibilities of the Technical Delegates
- Competition management (incl. competition rules)
- Generic skills for out-of-stadium events (Cross, road races, race walking and mountain/trail running)
- Timetable, TV Production, Event Presentation and Technology
- Risk and Crisis management.

The evaluation will be composed of:

- A written exam - including questions / exercises about topics covered during the course
- An oral evaluation via working groups discussions about competition management study cases
- A personal skills assessment.

### **Participation and registration procedure**

Member Federations will have the possibility to propose the following candidates (up to a maximum of five candidates in total) **by Tuesday 01 March 2022 at the latest** by using the attached registration form (**see Appendix 1**):

- Current members of the Technical Delegates' panel fulfilling the below mentioned criteria
- Additional candidates proposed by Member Federations (up to a maximum of two per MF).

Name proposals should be sent (by the above-mentioned deadline) together with the respective curriculum vitae showing relevant skills and profile to fulfil the Technical Delegates' position as well as the reasons for the proposal.

The proposed candidates shall meet the following criteria:

- Adequate skills and profile to fit the Technical Delegates' role
- Fluent in English
- Experience as competition director or similar function within a LOC is an asset
- Not older than 70-years for the current panel members and not older than 65-years for the new candidates on the day of the evaluation (01 May 2022).

**The proposed candidates will be subject to European Athletics acceptance.** Moreover, European Athletics may invite (upon approval of the respective Member Federation) additional candidates - expert in out-of-stadium disciplines, may those skills be not already sufficiently covered by the initial candidates.

The final list of participants will be circulated by mid-March 2022.

### **Financial Conditions**

European Athletics will cover travel and accommodation costs for the current panel members and one additional candidate per Member Federation, however, with a maximum of three (3) per Member Federation.

**Costs for experts in out-of-stadium disciplines additionally invited by European Athletics would also be covered.**

Member Federations and confirmed participants will opportunely receive further details on the programme and logistics.

Kind regards



Christian Milz  
CEO

### **Appendix**

App 1 – Registration form of proposed candidates