



NATIONAL TECHNICAL COMMITTEE

TECHNICAL REGULATIONS

Approval

Approved by (role)	Department Owner	Date
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ARTICLE 1 DEFINITIONS AND INTERPRETATION

The following short terms shall be used and interpreted in the spirit of the following meanings unless specifically defined elsewhere.

Association	British Gymnastics
Member	A Member of British Gymnastics
Board	The Board of British Gymnastics
Simple Majority	More than 50 per cent of those people eligible, voting in accord
Technical Committees	Terminology used to describe the disciplines of gymnastics defined by the Federation Internationale de Gymnastique (FIG) and accepted by British Gymnastics

Glossary of common gymnastics acronyms

BG	British Gymnastics
FIG	Federation Internationale de Gymnastique
UEG	Union European de Gymnastique
JTC	Joint Technical Committee
NTC	National Technical Committee
DSP	Discipline Selection Panel
NCEP	National Coach Education Panel
NJEP	National Judging Panel
COP	Competition Organisation Panel
NTCC	National Technical Committee Chairman
NTCM	National Technical Committee Member
NCO	National Competition Organiser
NPRG	National Planning and Review Group
CEO	Chief Executive Officer
DPS	Performance Sport Director
EDS	Executive Director Sport
NC	National Coach
HNC	Head National Coach
PM	Performance Manager
NJC	National Judging Co-ordinator
MTC	Men's Technical Committee
RGTC	Rhythmic Gymnastics Technical Committee
ACTC	Acrobatics Technical Committee
AETC	Aerobics Technical Committee
TTC	Trampoline Technical Committee
WTC	Women's Technical Committee
TGTC	TeamGym Technical Committee
NDR	National Disability Representative
NDGP	National Disability Gymnastics Panel
RTC	Regional Technical Committee

ARTICLE 2 PURPOSE

2.1 National Technical Committees (NTCs)

There are seven National Technical Committees, the purpose of which is to maintain the integrity of the sport and utilise each Committee's technical expertise to ensure that gymnastics maintains a high standard both domestically and internationally, through improved performance and participation in safe, quality programmes.

This shall be done by:

- (i) carrying out the purposes and objectives of British Gymnastics;
- (ii) formulating, interpreting and publicising the discipline programme;
- (iii) supporting the education and accreditation of judges and coaches to facilitate the discipline programme;
- (iv) determining and providing technical support for the National Competition Programme for the discipline; and
- (v) producing the Technical Regulations, Selection Criteria and Competition Rules for the discipline.

ARTICLE 3 NATIONAL TECHNICAL COMMITTEE

3.1 Control

Each of the seven National Technical Committees (NTCs) led by their respected Chairs (NTC) will be responsible for all technical matters. The day-to-day management will be the responsibility of the Performance Department under the leadership of the Performance Director (PD), supported by Performance Managers (PM), Head National Coaches (HNC) and Sports Officers working in conjunction with the NTC.

3.2 Authority

- (i) The NTC, in conjunction with the PD, have the authority, without reference to the BG Board, to make all technical decisions in line with the Roles and Responsibilities as outlined in 3.3. The NTC and their respective PM, has the authority to expend allocated funds within approved budgets. If NTC decisions have a financial impact on BG, then consultation must occur with Performance Managers before authorisation.
- (ii) The BG Board must approve changes made to the Technical Regulations.
- (iii) The Performance Director and Head of Performance Programmes must approve all Selection Policies, as well as ratifying selections of team members and officials on National teams.

3.3 Roles and Responsibilities

Each National Technical Committee under the leadership of the Chair is responsible for the efficient management of the discipline under the guidance of the technical regulations to enable the achievement of BG goals and objectives.

The National Technical Committee for each discipline will be responsible for the following:

- (i) Decisions on Rules and Regulations
 - (a) Technical Regulations
 - (b) Selection Policies

- (ii) Technical Control
 - (a) FIG Code of Points / UEG Code of Points (TG only)
 - (b) Competition Rules
 - (c) Judges courses and resources
- (iii) National Programmes
 - (a) Technical development of programme in conjunction with HNC
 - (b) Athlete pathways in conjunction with the HNC/National Talent Manager
 - (c) Review and evaluation
- (iv) Communication
 - (a) National Technical Committee meetings
 - (b) National Planning and Review Group (NPRG) meetings
 - (c) BG Website updates
- (v) Education
 - (a) Subject matter experts to assist BG Education Team in development of Coaching/Judging courses and resources
 - (b) Assistance with the delivery of National Judges Courses
- (vi) National Events
 - (a) Approval of the annual Competition Handbook
 - (b) Technical control of the field of play for all BG national events
 - (c) Technical support for the competition schedule
 - (d) Control of Judges' Panels
 - (e) Control of Competition Jury
- (vii) International Events
 - (a) Technical support for competition schedules
 - (b) Control of Judges' Panels
- (viii) Technical Committee Budget
 - (a) Preparation of budget in conjunction with Performance Managers
 - (b) Expenditure control on discipline projects

3.4 Structure

3.4.1 Structure of Committees

Each NTC (with exception of TRA NTC) will consist of 3 members:

- Chairman (NTCC)
- National Judging Coordinator (NJC)
- National Committee Member (NCM)
- National Committee Member (NCM) – TRA NTC to have extra representative

The Performance Director and/or nominated representative will attend all meetings in an ex-officio capacity. The respective HNC may attend when it is deemed necessary.

3.5 Application and Appointment Process

3.5.1 National Technical Committee Chair (NTTC)

Individuals interested in applying for the Discipline Chair role must submit a full CV with the official application form.

The position of Chair (NTCC) will be appointed by the Executive Team and ratified by the BG Board. This selection will be made on judgement of competency against the job specification for the role. This position will be held for the duration of the designated Olympic cycle and will carry automatic free full BG membership.

3.5.2 Other Technical Committee Members

Individuals interested in applying for the National Judging Co-ordinator and/or Technical Committee Member must submit a full CV with the official application form.

These positions will be appointed by the BG Executive Team in conjunction with the NTTC and ratified by the BG Board. This selection will be made on judgement of competency against the job specification for the role. These positions will be held for the duration of the designated Olympic cycle and will carry automatic free full BG membership.

3.5.3 De-Selections

BG reserves the right to de-select any member of the committee without notice if there is clear evidence:

3.5.3.1 that the member has failed to fulfil their roles and responsibilities as defined in Articles 2, 3 or 4 of these regulations.

3.5.3.2 or that the member has conducted themselves in a manner that is in breach of the BG Standards of Conduct for Coaches and Officials and is deemed to have brought the committee or the organisation into disrepute.

3.5.4 Casual Vacancies

Casual vacancies in any NTC can be appointed by the BG Executive Team. The appointed individual will complete the remainder of the vacated term. In exceptional circumstances the BG Executive team may appoint a BG staff member to fulfil a casual vacancy until a replacement NTC member can be appointed.

3.5.5 BG Staff Members

BG staff members are not eligible to be appointed on to a National Technical Committee unless in exceptional circumstances.

3.6 Remuneration for NTC members

3.6.1 Contract for Services

Each Committee member will be requested to sign a contract for services which will detail the responsibilities expected of the role and the remuneration to be paid. A review of the performance of the NTC will be conducted annually by BG in conjunction with the Committee. The remuneration for the NTC members will be paid quarterly.

3.6.2 Expenses

BG is responsible for the reasonable expenses of each National Technical Committee and its sub-committees. Committee Members' administration expenses, travel and accommodation costs associated with meetings and events must be approved by Performance Officer within the approved budget allocation.

3.7 Budgets

Each year, a budget will be produced by the Performance Officer in conjunction with the NTC, utilising the formal BG budget process. Prior to this budget being accepted, the NTCC will meet with management to examine the budget requests in detail. All parties will agree upon the final budget following this meeting. Each quarter, the Performance Officer and NTCC will be required to review the budget and provide re-forecasts to the Finance department.

ARTICLE 4 FULL TIME PERFORMANCE PERSONNEL

4.1 BG Performance Team

4.1.1 Responsibilities

The Performance Director and Head of Performance Programmes will be accountable for the delivery of the strategy and operations of the performance programme.

The Performance Director and the Head National Coach will be responsible for the day to day operations, development of all Selection Policies, International Competition Calendar, squad/team selection and National Training Camp Programmes in conjunction with the NTCC where appropriate. These management roles will be supported by administration staff within BG and therefore all roles will be covered by normal Employment Contracts and Role Profiles.

4.2 Job Descriptions for NTC Members

4.2.1 Chair (NTTC)

The Chair, in conjunction with the Performance Director/HNC, will be responsible for all technical matters in the UK relating to their designated discipline and will:

- i) ensure that the overall direction and focus of the discipline is consistent with the objectives and strategies set out in the BG Strategic Plan.
- ii) be responsible for the implementation of administration of technical matters, specified in the Technical Regulations and Competition Handbook
- iii) be the discipline Technical Representative answerable to the BG Board and Management.
- iv) in conjunction with the Performance Director, be responsible for the following:
 - (a) Committee and/or sub-committee meetings
 - (b) National Planning and Review Group (NPRG) meetings with regions and home countries.
 - (c) Budget
 - (d) Discipline Technical communications where appropriate
- v) attend all scheduled and relevant meetings and check Agendas and Minutes for all meetings
- vi) attend BG events or nominate an appropriate representative to cover the duties

- of the NTC Chair
- vii) act as Jury at BG events or be responsible for (in conjunction with the NJC) nominating appropriate Jury members at these events
- viii) attend the JTC meetings
- ix) be a member of the Discipline Selection Panel
- x) be available to be consulted by or liaise with the BG Performance team, and general discipline community
- xi) encourage a mentoring system amongst the NTC and sub-committee members to ensure succession planning
- xii) required to follow BG Safe Sport policies and guidance and to ensure that they are consistently applied within their discipline, including immediately reporting any safeguarding concerns to the BG Safeguarding team and abiding by our Standards of Conduct and Member Rules.

4.2.1.1 Desired Criteria for Chair

- (i) Sound technical knowledge and understanding of the discipline
- (ii) Respected within the discipline community
- iii) Good organisation, administration, planning and IT skills
- (iv) Event organisation knowledge
- (v) Interpersonal skills and communication skills
- (vi) Team player
- (vii) Knowledge of International trends
- (viii) Technical qualifications as a coach and/or Judge

4.2.2 National Judging Coordinator (NJC)

The NJC for each discipline will, in conjunction with the BG Education Team, be responsible for the development of judging through the provision of courses and officiating opportunities. The NJC will ensure a high standard of officiating at all BG events and selection trials by providing encouragement, motivation and support for all judges.

The NJC shall:

- (i) be a member of the Discipline Selection Panel
- (ii) develop and manage the Judges' section of the Discipline Competition Handbook which will include an annual review of its content
- (iii) identify and encourage former gymnasts and other technically competent persons to be trained as judges
- (iv) develop and publicise the career pathway for judges
- (v) be responsible for the allocation of judges to National and International events in consultation with the BG Performance Team
- (vi) develop a team of competent FIG/UEG accredited judges who will assist with Judge Education in the UK
- (vii) ensure that FIG/UEG judges are encouraged to work with High Performance clubs
- (viii) act as a Jury at all BG events or be responsible for (in conjunction with NTCC) nominating Jury members at these events
- (ix) provide up-to-date information on International trends to judges via regular communications
- (x) chair any National Judges' Conferences and meetings held
- (xi) work cooperatively with Regional Judging Coordinators to ensure that national judging courses are implemented
- (xii) attend all scheduled and relevant NTC meetings
- (xiii) assist and review judging course materials and resources

(xiv) required to follow our Safe Sport policies and guidance and to ensure that they are consistently applied within their discipline, including immediately reporting any safeguarding concerns to the British Gymnastics Safeguarding team and abiding by our Standards of Conduct and Member Rules.

4.2.2.1 Desired Criteria for NJC

- (i) FIG Judge / UEG Judge
- (ii) Sound technical knowledge and understanding of the discipline
- (iii) High standard judging knowledge
- (iv) Respected within the discipline community
- (v) Good organisation, administration and IT skills
- (vi) Interpersonal and communication skills
- (vii) Team player
- (viii) Knowledge of International trends
- (ix) Knowledge of the discipline's National Development Plans

4.2.3 National Technical Committee member

This position for each discipline will support the NTTC and NJC in all capacities and can lead on other committee responsibilities not covered by the NTTC or NJC.

Technical Committee members are required to follow our Safe Sport policies and guidance and to ensure that they are consistently applied within their discipline, including immediately reporting any safeguarding concerns to the British Gymnastics Safeguarding team and abiding by our Standards of Conduct and Member Rules.

4.2.3.1 Desired Criteria for Committee member

- (i) Sound technical knowledge and understanding of the discipline
- (ii) Respected within the discipline community
- (iii) Good organisation, administration and IT skills
- (iv) Interpersonal and communication skills
- (v) Team player
- (vi) Technical qualifications as a coach and/or Judge
- (vii) Act as back up to the NTTC and/or NJC at all official activities

ARTICLE 5 NTC SUB-COMMITTEES

5.1 Standing Committees

5.1.1 Each TC should have the following sub-committees:

- (i) Discipline Selection Panel
- (ii) Judging Panel

5.1.1.1 Discipline Selection Panel (DSP)

The DSP will consist of:

- (i) NTC Chair
- (ii) NJC or Technical Officer
- (iii) Head National Coach
- (iv) Performance Manager

Note: Olympic Games selection panel is dictated by the British Olympic Committee under a separate selection policy.

Function:

- (i) Develop and agree a Selection Policy for all each Major International event
- (ii) Develop a selection criteria to select gymnasts and coaches for National Teams and/or Squads within the parameters of the Selection Policy
- (iii) Recommend officials for National and International events within the parameters of the Selection Policy
- (iv) Ensure Amendments to a Selection Policy get the appropriate approvals and are communicated to affected parties prior to the commencement of the selection process.
- (v) Post the Selection Policy on the website of the specific discipline.

5.1.1.2 Judging Panel (JP)

The JP will consist of:

- (i) National Judging Co-ordinator or Technical Officer
- (ii) A minimum of two co-opted FIG Brevet Judges/UEG Brevet for TeamGym

The NTTC will be co-opted onto the panel when a potential conflict of interest may arise regarding selection to international events and courses.

Function:

- (i) To agree judge selection criteria for major International events
- (ii) Support events team in delivering national events, including selecting judging panels
- (iii) Recommend judges for International events and international courses.
- (iv) Assist the National Judging Co-ordinator to:
 - a) Develop a strategy and implement a plan that provides a Career pathway for judges
 - b) Work with education department to develop appropriate course materials and provide relevant resources
 - c) Support the National coaches by providing insight into performance trends, judging criteria and debrief from major events
 - d) Complete the Judges' section of the Discipline Competition Handbook and other official judging related material
 - e) Develop a team of competent FIG accredited judges who will assist with Judge Education

5.2 Other Sub Committees

The NTCC has the power to appoint any sub-committee that is deemed necessary in assisting the NTC to fulfil its responsibilities. The NTC will co-opt appropriate people to ensure the responsibilities within these sub committees are addressed and coordinated with the relevant BG departments. See Appendix A

ARTICLE 6 NTC MEETING PROCEDURES

6.1 Official Meetings

Meetings will be called at times and locations to suit the Committee Members and Sub Committee Members and the approved budget.

6.1.1 Committee Meetings

The NTC will meet a minimum of four times per year at a time, place and date designated by the NTCC after consultation with all members.

6.1.1.1 Decision Making

Simple consensus is an acceptable form of decision-making.

6.1.1.2 Quorum

The quorum for all NTC meetings shall be two members.

6.1.1.3 Chair

If the Chair is not available, his/her nominated representative will Chair the meeting.

6.1.1.4 Agenda and Minutes

The draft Agenda for the meeting will be e-mailed to the Committee Members by the Chair. Agenda items will be called from Committee Members. The final and approved Agenda will be sent to the Committee Members prior to the meeting.

Minutes will be taken as a formal record of the meeting and distributed to the NTC for ratification at the next meeting. To facilitate communication of NTC decisions to the wider community, a meeting update highlighting key decisions will be distributed and posted on the BG website.

6.1.2 National Planning and Review Group

Each NTCC is responsible for organising and conducting an annual National Planning and Review Group (NPRG) meeting with representatives of the Home Nations and Regional Technical Committees for their discipline. The meeting should take place in the last six months of the calendar year to enable a review of the current year and to plan for the following year. The meeting should be organised in line with the published terms of reference, using the set agenda.

ARTICLE 7 COMPETITION REGULATIONS

7.1 Event Policies and Procedures

British Gymnastics is responsible for staging National events throughout the UK. Accordingly, the following Policies have been adopted to ensure these events are governed by consistent Rules and Procedures across all disciplines:

- Anti-Doping Policy
- National Event On-line Entry Procedure
- Coaches' Code of Ethics
- Judges' Code of Ethics
- Health, Safety and Welfare Policy

These Policies apply to all National events staged by BG regardless of the discipline or level of athlete involvement, or the location and timing of the event. These Policies must be adhered to and cover all entries by BG Members and affiliated clubs into National events staged by BG.

7.2 Competition Handbook

Each disciplines' Competition Regulations will be outlined in the discipline specific Competition Handbook and will be reviewed and updated annually by the NTC. These Competition Regulations will include the Competition Rules for all National events.

7.3 NTC Attendance at Events

There should be a Technical Lead and Judging Lead (2 people) at events agreed between the NTC and BG Events Department. These positions will normally be the NTTC or NJC or nominated representative.

The NTTC and NJC should receive a checklist to show what their individual responsibilities are depending on the event (see Appendix B). They would have responsibility for handling all issues relating to working order/training gym/coaches' complaints/apparatus issues/judging panels/results.

There would be an additional meeting, by Skype between BG Events and the nominated Technical and Judging leads at least 2 weeks before each event to go through and confirm specific event details.

Agreed remuneration will be paid to the identified TC Representative, as well as normal expenses.

ARTICLE 8 COMMUNICATION

8.1 Joint Technical Committee (JTC)

The JTC will meet four times a year to ensure the activities of BG and all the disciplines are coordinated, and to act as a forum for discussion on technical matters. It will be chaired by the Executive Director - Sport and attended by all NTCCs or their appointed representative, Home Country representatives and appropriate BG management and staff.

8.2 Community Communication

All communication to each discipline's community is aligned and consistent across all disciplines.

Communication	Distributed To	Information gathered from
National Technical Committee Meeting Minutes	<ul style="list-style-type: none">National Technical Committee MembersBG Performance Manager/Sports Officer	National Technical Committee Meeting
National Planning and Review Group Meeting Notes	<ul style="list-style-type: none">Home Countries and English RegionsPerformance Manager/ Sports Officers	Annual National Planning and Review Group Meeting involving Home Countries and English regions
NTC Update	<ul style="list-style-type: none">Regional TC membersHome Country TCsUpdates on the BG website	NTC Meeting Minutes

ARTICLE 9 TECHNICAL REGULATIONS

- 9.1** Each NTC is responsible for ensuring the Technical Regulations within this document are adhered to. These regulations are valid for an Olympic cycle and should be reviewed in a timely manner.
- 9.2** Amendments to these Technical Regulations can only be made by the BG Board. A NTC has the right to make recommendations to change these regulations following discussion at the JTC.
- 9.3** The Technical Regulations will be published on the BG website.

ARTICLE 10 GRIEVANCES, DISCIPLINE AND APPEALS

- 10.1** The Technical Regulations within this document, together with the BG Standards of Conduct for Coaches & Officials, shall apply for all Disciplines, their appointed NTC members, Sub-Committee members and persons co-opted by the NTC to assist in the performance of their duties.
- 10.2** All appointed NTC members, Sub-Committee members and persons co-opted by the NTC will be required to complete a Conflict of Interest Form, in line with the BG Conflict of Interest Policy for the Board and Key Volunteers.
- 10.3** All members can appeal and/or lodge a grievance pursuant in-line with the BG Rules and regulations

APPENDIX A

The following roles currently in the Technical Regulations will now be covered under 5.2 Other sub committees. Each discipline will have a representative each covering Disability and Coach Education (and a subcommittee if required) and these representatives will have the following responsibilities:

National Disability Representative (NDR)

The NDR will be responsible for the inclusive development of the discipline and guide the NTC on developments which promote, improve and increase the inclusion of disabled people.

The NDC Shall:

- (i) Recruit members of a sub committee if required
- (ii) be a member of the National Disability Gymnastics Panel (NDGP) which meets 4 times per year; and disseminate key messages and principles from this group back to their NTC
- (iii) be responsible for the development of adapted Disability National Development Plans which support the disability pathway within the discipline
- (iv) be responsible for the development of adapted disability Code of Points which provide robust competition rules and criteria for all disability competitions within the discipline's pathway
- (v) work with NTC to identify suitable opportunities for disability competition to be integrated within mainstream competitive pathway events
- (vi) provide advice and guidance to BG Events Department on disability requirements for National BG competition within the discipline
- (vii) work with the NJC to ensure that judge education, resources and support includes specific guidance on judging disability competition
- (viii) work cooperatively with the discipline's Technical Committees in the regions and Home Countries to develop disability pathway competition / qualification competitions which connect to national finals
- (ix) work with the BG Disability Manager and Performance Pathway Development Manager to develop and structure disability performance pathway activity
- (x) monitor and evaluate the impact of the NTC's work on the participation of disabled people

Desired Criteria for NDC

- (i) Minimum Level 2 Coaching Accreditation
- (ii) Sound knowledge, understanding and experience of disability gymnastics within the discipline
- (iii) Sound technical knowledge and understanding of the discipline
- (iv) Respected within the discipline community
- (v) Good organisation, administration, planning and IT skills
- (vi) Interpersonal skills and communication skills
- (vii) Experience of working well in a team / Team player
- (viii) Experience of judging and competition organisation within the discipline

National Coach Education Representative (NCER)

The NCER will be responsible for the technical content of coaching courses and associated resources for their discipline. The NCEC is responsible for ensuring the coach education courses and resources are updated in relation to technical changes to discipline-specific NDP and International CoP, and decisions made by the NTC for the discipline which affect the content of those resources. Through collaboration at the National Coach Education Panel (NCEP), each NCER will advise and guide the

NTC on developments in coach education, including course updates and education regulation changes which affect work areas of each discipline's NTC.

The NCER shall:

- (i) recruit members of a subcommittee if necessary
- (ii) be a member of the NCEP which meets 4 times per year, disseminating key messages and principles from this group back to their NTC
- (iv) be responsible for the development /maintenance/monitoring and evaluating of all discipline specific content within coaching courses and resources
- (v) advise on the selection criteria and appointment of tutors and assessors for course delivery within the discipline
- (vi) provide advice and guidance to BG Events Department on coach education and qualification requirements for BG competition pathways within the discipline

Desired Criteria for NCER

- (i) Minimum Level 4/SCC Coaching Accreditation
- (ii) Sound technical knowledge and understanding of the discipline
- (iii) Appreciation of content across all coaching levels
- (iv) Respected within the discipline community
- (v) Good organisation, administration, planning and IT skills
- (vi) Interpersonal skills and communication skills
- (vii) Experience of working well in a team / team player
- (viii) Ability to collaborate effectively with other discipline-specific representatives where content is generic
- (ix) Available to collaborate with the Education Department as and when updates/changes are required

ROLES AND RESPONSIBILITIES OF TC TECHNICAL REPRESENTATIVE AT EVENTS

SUMMARY

Following the discussion at previous Joint Technical Committee meetings over the future structure and governance of the discipline specific Technical Committees, the following paper seeks to identify the specific roles and responsibilities of the TC technical representative who will be paid to attend BG events. The Events department will need to be clearly informed of whom will be nominated for each event. The nominee will be required to enter into a contract for service with BG in order to facilitate payment.

DRAFT ROLES & RESPONSIBILITIES

Annual

- Contributing towards the writing of the technical aspects of the Competition Handbook, according to agreed timescales
- Attending the cross-discipline annual calendar planning meeting
- Contributing to the completion of the annual event planning pro-formas
- Attend the discipline specific event planning meeting at the start of each year

Pre-Event

- Planning meeting before each event (following closing of entries) to agree the schedule and working orders, draw and groups for each competition.
- Contributing towards and sign-off of technical aspects of the Work Plan for each event.

On-Venue

- Apparatus sign-off
- Undertaking the technical briefing for coaches prior to the competition
- Work with events team on any schedule/working order changes during the event
- Being available within the FOP (e.g. on the superior jury) to observe the competition and to respond to any technical queries or complaints from coaches, in co-operation with the judging representatives (where applicable)
- Be part of the decision-making group in the event of any extra-ordinary circumstances that arise during an event.