

BASKETBALL ENGLAND JOB PROFILE



JOB TITLE	DISCIPLINE PANEL MEMBER
LOCATION	Nationwide
WORKING PATTERN	<p>Such hours as are necessary to fulfil the requirements of the position to the satisfaction of Basketball England, and may include work in evenings, on weekends and public holidays as required.</p> <p>Panel members will have the opportunity to indicate their availability prior to accepting involvement in any case hearing.</p>
REPORTS TO	Discipline Manager
RESPONSIBLE FOR	<p>Members of the Discipline Panel will be selected to sit on Discipline Commissions and Appeal Boards to adjudicate on discipline cases raised against Basketball England participants for alleged breaches of Basketball England rules and regulations, in particular Serious Cases raised under the Disciplinary Code.</p> <p>Discipline Panel Members are responsible for ensuring the applicable rules, policies, procedures and guidance are followed and implemented correctly and consistently.</p> <p>Discipline Panel Members appointed as Chair of a Disciplinary Commission or Appeal Board may be required to provide Written Reasons outlining the pertinent details of the case and rationale for the decision reached.</p>
CONTRACT	Voluntary (2-year appointment). Reasonable travel expenses reimbursed for any attendance in person for a Commission or Appeal. Fees may be payable to Chairs sitting on unusually complex cases, to be agreed prior to appointment on a case-by-case basis.

PURPOSE OF ROLE	<p>To ensure discipline cases are considered in a fair, reasonable and consistent manner, and in accordance with Basketball England rules, policies, procedures and guidance.</p> <p>To provide expertise to the panel; either coming from a legal and regulatory background, and/or bringing knowledge and experience as a member of the basketball community.</p> <p>To promote fairness and provide independence to the Basketball England disciplinary process, ultimately improving standards of behaviour across the game to ensure a safe, inclusive and enjoyable environment for all basketball participants.</p>
KEY ACCOUNTABILITIES	To provide availability for selection to Disciplinary Commissions and Appeal Boards.

	<p>To analyse and adjudicate on cases, reviewing both written and oral evidence.</p> <p>To consider mitigating and aggravating factors relevant to the case in order to impose proportionate sanctions for proven cases, in accordance with mandatory minimum sanctions and the sanction guidelines.</p> <p>To produce, or support the Chair in the production of, Written Reasons for decisions made.</p> <p>To attend training when required and to stay up to date with the latest applicable rules and regulations, including Safeguarding requirements.</p> <p>To maintain appropriate levels of confidentiality.</p> <p>To declare immediately any potential conflicts of interest with any allocated case.</p>
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ROLE REQUIREMENTS

<p>EXPERIENCE, KNOWLEDGE & SKILLS</p>	<p>Experience:</p> <p><i>Either</i></p> <p><u>Legal/Regulatory Specialist</u></p> <ul style="list-style-type: none"> ✓ Background in legal or regulatory practise, or previous experience of sport disciplinary matters and processes. <p><i>Or</i></p> <p><u>Basketball Specialist</u></p> <ul style="list-style-type: none"> ✓ Background and extensive experience within the sport of basketball, ideally with a knowledge and understanding across multiple levels of the game. <p>Knowledge:</p> <ul style="list-style-type: none"> ✓ Demonstrable knowledge of safeguarding requirements in a sporting context and within disciplinary proceedings ✓ Understanding and knowledge of disciplinary proceedings, in particular in a sport setting ✓ Awareness and appreciation of the impact of violence, abusive or discriminatory behaviour on participants within a sporting context <p>Skills:</p> <ul style="list-style-type: none"> ✓ Reasonable and objective decision making ✓ Strong analytical skills ✓ Ability to identify pertinent details ✓ Excellent listening skills ✓ Ability to work with integrity and impartiality at all times
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	<ul style="list-style-type: none"> ✓ Calm, considerate and confident manner when interacting with individuals involved in disciplinary processes ✓ Ability to adapt communication techniques to be appropriate for children or adults at risk ✓ Ability to maintain confidentiality, transparency, and equality.
OTHER	<ul style="list-style-type: none"> • A genuine interest in basketball and/or sport generally. • A genuine interest in ensuring disciplinary processes are implemented fairly and consistently. • A flexible attitude to working, willing and able to work evenings, weekdays and weekends as required. • Roles offered will be subject to completion of a satisfactory and current Basketball England DBS check to the appropriate level, to be completed every three years.

Basketball England is fully committed to equality in terms of opportunity and open access. This includes a commitment to protecting and tackling discrimination and ensuring that no employee, job applicant, volunteer or member receives less favourable treatment on the grounds of the protected characteristics of age, sex, race (including colour, nationality, ethnic or national origins), disability, religion or belief, sexual orientation, marriage and civil partnership, gender reassignment, pregnancy and maternity.

All applications will be assessed and if interviews are required they will take place over telephone, Teams or in person at a mutually convenient date. If interviews are not required, appointments will be based on information contained within the application form and/or the telephone and/or Teams interview.

It is important that applicants provide as much relevant information as possible.

To apply for this position, please send your CV (only relevant roles or experience need to be included), and accompanying cover letter detailing your suitability for the role to integrity@basketballengland.co.uk. Please note that successful applicants may also be considered for the position of Chair for Disciplinary Commissions and Appeal Boards, therefore please include details of suitability for this position within your application should you wish to be considered for this role.