

Role Description of Technical Excellence Advisers (TEAs)

1. British Skydiving TEAs are volunteers who advise the various Committees including, but not limited to the Elite Performance Committee (EPC), Member Development Committee (MDC), Safety & Training Committee (STC) and various ad-hoc working groups.
2. TEAs are a group of recognised subject experts in their own specialist field of skydiving, acting in an ambassadorial and advisory capacity as leaders in their areas. TEAs are at the nexus of their specialism and typically represent a community of skydivers sharing a passion for a specialist discipline or field within our sport.
3. TEAs represent their discipline by encouraging competition in, and development of, the discipline and improving liaison between the competitors and potential competitors, Drop Zone Operators/DZ staff, EPC, MDC, Judges' Co-ordinator and other groups as required.
4. TEAs may be asked for advice across a range of issues relating to their specialism - including competitions and events, qualifications/ratings, training, and development. TEAs will advise EPC and MDC, where applicable, on current competitors and emerging talent, together with developments from the International Skydiving Commission (ISC) in their area of specialist expertise. For this, TEAs will be asked to attend certain EPC and MDC meetings in their capacity as specialist advisers. The Committees may develop their own, more detailed, role descriptions for TEAs relating to that Committee's own terms of reference. TEAs may also be consulted by the Chief Executive Officer (CEO) or the Head of Safety, Training & Competitions (HoSTC) on, or be otherwise involved in, the preparation of training materials or manuals relative to their area of specialist expertise.
5. TEAs will cover, between them, recognised competition disciplines together with other specialist technical areas of the sport. However, TEAs do not include British Skydiving's professional advisers in areas such as medical, aviation, safeguarding, governance, finance, insurance, equality and inclusivity, etc.
6. TEAs will not be members of, but advisers to, the Committees and other groups they advise. This arrangement improves governance by helping to avoid any potential conflict of interest.
7. TEAs will be responsible, through the Committees, to the CEO and will be subject to the British Skydiving Code of Conduct for Volunteers. TEAs will normally be provided with a British Skydiving email account, which must be for official British Skydiving business only.
8. TEAs will normally be appointed on an annual basis, February to February. Casual vacancies and emerging 'new' specialisms needing a TEA to be appointed during the year will normally be filled for the remainder of that year.
9. Initial appointment as a TEA for the year shall usually be by the Chair of EPC at the start of each year, based on members emerging as subject matter experts and/or a call to the membership for specialist expertise in relevant fields. One, and sometimes where it can be justified, more than one, expert for each recognised discipline or area of specialism within the sport, will be appointed as a TEA. To keep up with developing areas of the sport, there is fluidity as well as formality in the engagement of TEAs, and the CEO and HoSTO will play an important part in assuring the TEAs, as a team, cover between them the appropriate specialist technical areas of British Skydiving.
10. The list of TEAs for each year will be published following the first meeting each year of EPC.

11. Specific Responsibilities of TEAs

- 11.1. Drafting updates to the rules each year for domestic competitions (Nationals and UKSLs) in their discipline, which need to go forward to EPC for approval, and after ratification by the Board, for preparation and publication by HQ well ahead of each competition season.
 - 11.2. Helping to answer enquiries from competitors and potential competitors on interpretation of the rules, in consultation with the Judges.
 - 11.3. Liaison with Parachute Training Organisations (PTOs) and coaches to arrange events in their discipline, and helping to publicise these to competitors and potential competitors, and the wider membership where appropriate (including liaison with *Skydive the Mag*: editor@skydivethemag.com and the British Skydiving Communications Team.
 - 11.4. Attending as many domestic competitions, and MDC Roadshows or equivalent as possible in their discipline. When it is not possible to attend, please try to touch base with the DZ Operator by phone or e-mail ahead of the meet.
 - 11.5. Reporting back to EPC or MDC, in writing, with as many facts and figures as possible (numbers entering/attending, number of jumps, etc. For MDC Roadshows and equivalent, a feedback form (Form 217) is available to help with this. Reports for circulation ahead of Committee meetings may be sent by e-mail to events@britishskydiving.org. It is important to keep the EPC/MDC Chair and HQ informed.
12. If you will be out of circulation for a while, or find the workload is becoming too heavy, please shout! British Skydiving fully appreciates that TEAs are volunteers who give freely of their own time, and that they have many other personal responsibilities. If the workload looks as if it may become too much, please contact the EPC and/or MDC Chair and HQ as early as possible, and they will do their best to arrange help.