



Proposed New Executive Layout for 2014

There will be a resolution presented at the 2013 UKPA AGM on the 9th November, to remove the Regional structure from the UKPA Constitution.

This does not mean the complete abolition of the regional system, simply those formalised committee aspects currently required by the constitution and Handbook. Further details will be sent with the AGM notice to be issued shortly.

Assuming that this resolution is passed there will be a need to reconfigure the Executive committee structure to replace the Regional Representatives. The present layout of the Executive is shown in Figure 1 and the proposed replacement system in Figure 2. This itself will be presented as a resolution at the AGM.

The proposed system introduces 3 new posts for the Executive, basic job descriptions for each are given later in this document;

- a. International Liaison (similar to the old Squad co-ordinator)
- b. Sport Development Officer (similar to the old appointed SDO)
- c. Membership Representative (to replace the direct contact with the membership provided by the old Regional Representatives)

This new system will give all the Exec members specific roles to fulfil within the committee while maintaining the direct connection with the membership through the member representative.

As this is a new system it is likely that the basic job descriptions will evolve with time to fit the responsibilities of the posts. Further information regarding the posts can be obtained from the UKPA CEO at ceo@ukpolocrosse.co.uk.

As there have been new posts proposed there will be a need to fill them at the AGM so nominations are invited. Nominations are to be made and seconded by UKPA members with the approval of the nominee and sent to the UKPA secretary to arrive by 20th October.

We look forward to receiving your nominations.

UKPA Executive Committee



Basic Job Description for Executive International Officer (EIO)

1. Provides a central coordinator for all UKPA international and international squad matters, advising and updating the Exec. as necessary.
2. Provide Squad management teams with advice on inbound and outbound tours.
3. Oversee all squad events, supporting the squad managers.
4. Provide continuity for squads during manager changeovers.
5. Ensuring all squad management roles are filled and those incumbents are fully briefed on their roles, responsibilities and the boundaries of their authority.
6. Assisting the UKPA Membership with squad matters as required.
7. Collecting and collating feedback from Squad Managers from inbound and outbound tours and presenting any relevant points to the Exec. Maintaining records for future reference.
8. Organise combined squad training events as required.
9. Be the Exec.'s first point of contact for foreign Polocrosse Associations regarding international events, tours and other requirements.
10. Advise the CEO on updates and improvements of Squad and International matters within the UKPA Handbook.
11. Producing and maintaining the Squad Mission Statement to provide a working framework for the development of younger players for international polocrosse.



Basic Job Description for Executive Sport Development Officer (ESDO)

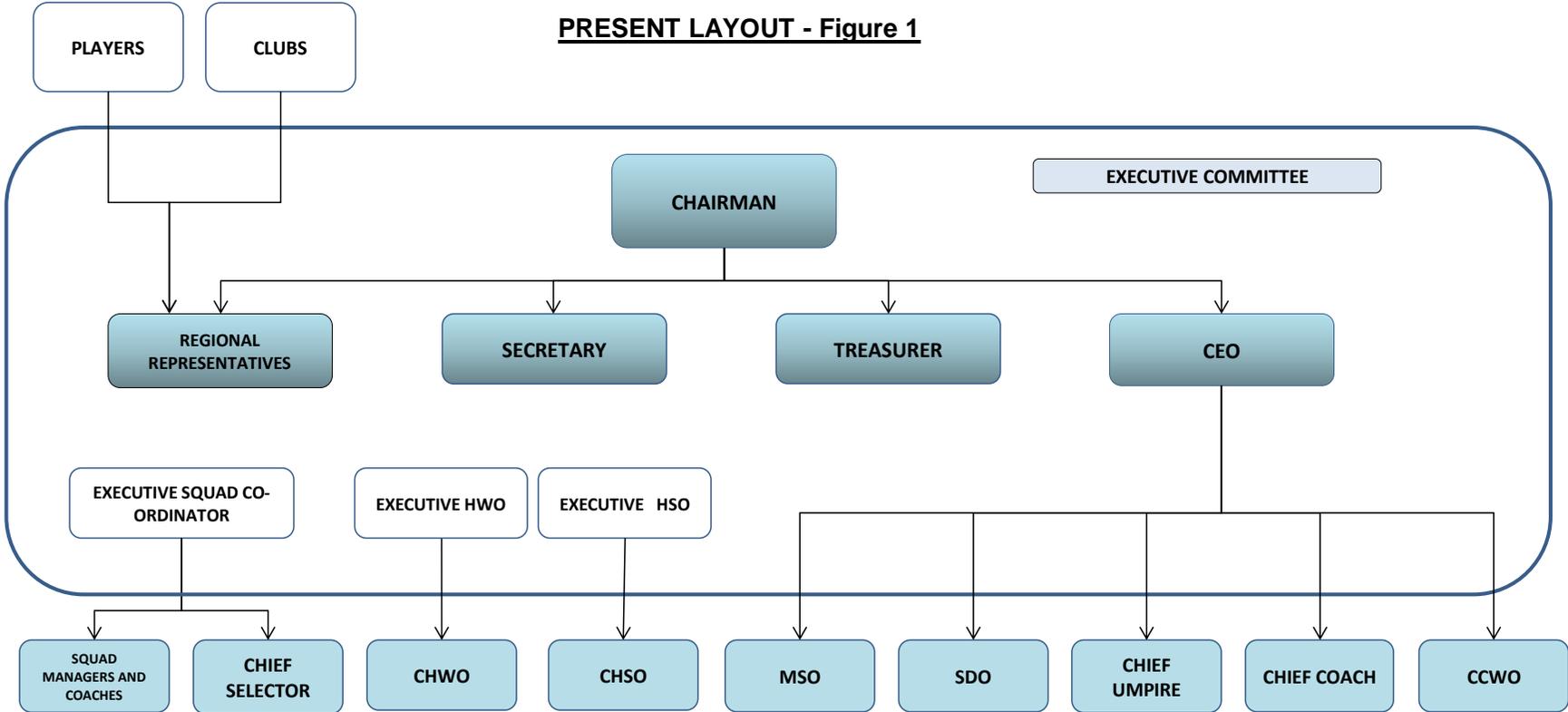
1. To increase public awareness of polocrosse throughout the UK to promote and develop growth, and encourage support and new membership.
2. To develop strategies to attract new members to the sport.
3. To develop sponsorship partners to provide financial and other support for the UKPA and clubs.
4. Advise clubs on sponsorship and marketing.
5. Liaise with riding schools, riding clubs, pony club, universities and other institutions to promote polocrosse.
6. Be the first point of UKPA contact for enquiries from potential new players.
7. Arrange the production and distribution of new player information packs.
8. Provide an annual Sport Development report to the Exec. for promulgation at the AGM.
9. Attend Exec. meetings as requested by the Chairman



Basic Job Description for Executive Membership Representative (EMR)

1. To act as the direct representative on the Exec. committee of UKPA affiliated clubs and individual members.
2. To liaise with Clubs and members regarding matters to be discussed by the Executive committee and to gather their opinions on the matters
3. To encourage clubs and members to engage with the Exec. committee and present ideas and proposals to the committee in liaison with the relevant Executive officer.
4. To assist other Executive officers in liaising with the membership regarding matters in their remit.
5. Attend Exec. meetings as requested by the Chairman

PRESENT LAYOUT - Figure 1

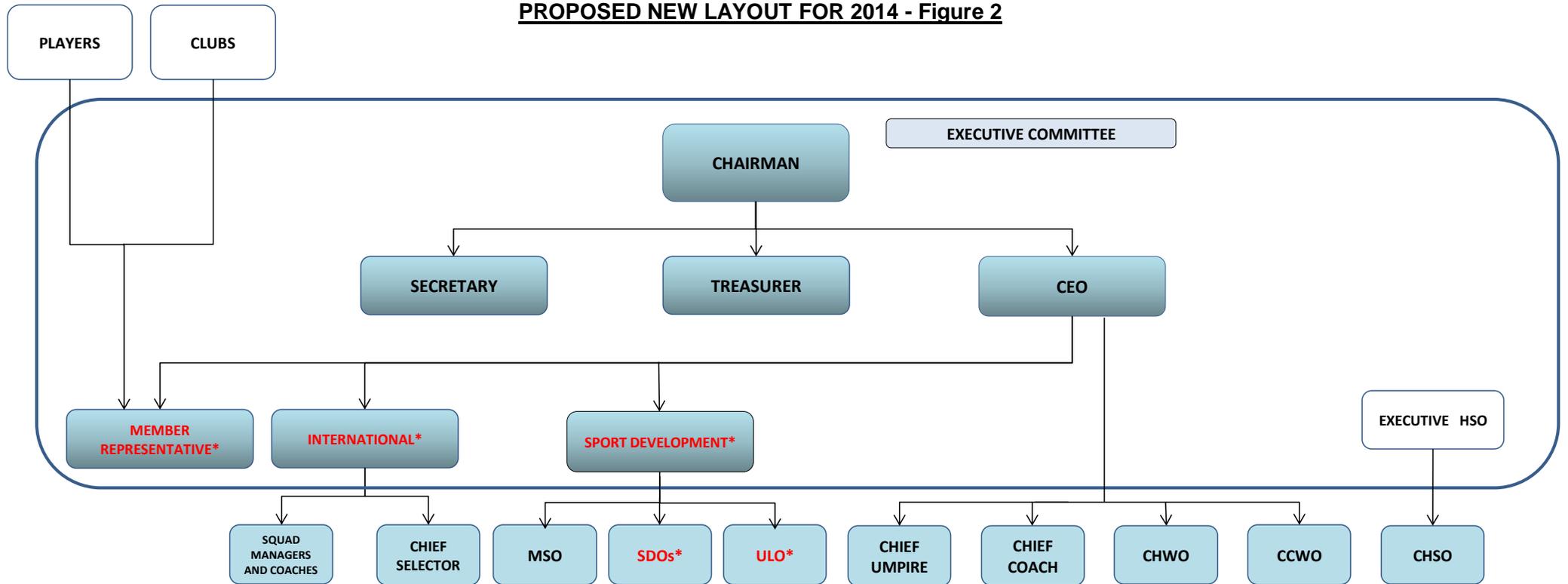


MSO - Marketing and Sponsorship Officer
 SDO - Sport Development Officer
 CHWO - Chief Horse Welfare Officer
 CHSO - Chief H&S Officer
 CCWO - Chief Child Welfare Officer

KEY

- Executive Officer
- Appointed Officer
- Executive Role - Allocated to an Executive Member

PROPOSED NEW LAYOUT FOR 2014 - Figure 2



MSO - Marketing and Sponsorship Officer
 SDO - Sport Development Officer
 CHWO - Chief Horse Welfare Officer
 CHSO - Chief H&S Officer
 CCWO - Chief Child Welfare Officer
 ULO - University Liaison Officer

KEY

- Executive Officer
- Appointed Officer
- Executive Role - Allocated to an Executive Member

* Titles in red are proposed new positions