



EQUESTRIAN
AUSTRALIA

Selectors and Team Management Appointment Policy

Board Approval: 26 February 2025

Effective date: February 2025

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1. Purpose

The Equestrian Australia (EA) Selectors and Team Management Appointment Policy (the Policy) outlines the process and procedure for appointment of EA Selectors and Team Management for all EA Disciplines.

2. Scope

This policy applies to the following roles:

- **Selector**
The National Selectors determine the composition of National Teams and the Nomination of combinations for International competitions, as well as the composition of National Squads and any other relevant squads or teams in accordance with the approved and published selection criteria and EA Selection policies
- **Chef d'Equipe (Team Manager)**
The Chef d'Equipe (Team Manager) provides a leadership role to the Australian Team and is generally responsible for the overall logistical and operational team management for major international competitions and Olympic Games. The Chef d'Equipe (Team Manager) will work in close partnership and in collaboration with the Equestrian Australia High Performance Director (HPD) and Sports Manager (SM) during their role in the preparation of an Australian Equestrian Team for and during international competitions/World Championships and/or Olympic / Paralympic Games as required.
- **Selector Advisor**
The Selector Advisor assists EA with Selection Policies, supports Selection Panels in understanding the selection process and attends Athlete inductions on the release of selection policies.
- **Selector Ombudsman**
The Selector Ombudsman will assist Athletes and the High Performance Committee (HPC) in understanding the selection process and exploring the resolution of potential disputes concerning selection and non-selection.
- **Team Veterinarian/s**
The position of National Olympic/Paralympic Lead/Team Veterinarian is a key appointment in the planning and preparation towards meeting the EAHP program's performance targets at the Olympic/Paralympic and World Championships. As a member of the Equestrian Australia High Performance department, the Olympic/Paralympic Lead/ Team Veterinarian will be responsible for leading and or delivery of world-class, evidence-based veterinary services within the EA High Performance Program for the LA2028 Olympic cycle. The Olympic Team Lead Veterinarian works with team management, team veterinarians, athletes, owners and personal veterinarians on the management of horses and their suitability for competition and selection to National teams.

Others as required from time to time.

The full scope and responsibility of each role are set out in the Position Description for each appointment. Unless otherwise specified, these are unpaid and voluntary positions.

3. Appointment Process

3.1. Olympic and Paralympic Discipline Appointment Process

The following process will be followed in the appointment of Olympic and Paralympic Discipline Selectors:

- EA will advertise Expressions of Interest for the appointment of Selectors for each Olympic and Paralympic Discipline at least 60 days before the end of the previous panel's term. HP Athletes should be consulted for suggested Selector nominees, and those nominees may be invited to submit Expressions of Interest.
- An Appointment Panel (AP) will be set up to include the HPD, one (1) member of the HPC and one (1) National Discipline Committee (NDC) member who is usually the Chair of that NDC.
- Members of the AP must comply with the EA Conflict of Interest (COI) Policy, and if an unacceptable COI is declared, then an alternate Member will be sought.
- The AP will evaluate the Expression of Interest submissions based on the key criteria within this Policy and assess the EOIs against the position description and skills and behaviours matrix relevant to each position.
- The AP will make a clearly documented recommendation to the Board to appoint a minimum of three Selectors per Olympic and Paralympic Discipline.
- The Board Recommendation must include the following:
 - Assessment of the proposed Selectors against an assessment matrix based on the criteria against which the panel will evaluate each applicant.
 - Consideration of any conflicts of interest in duties that may arise and how these are managed given the recommendation.
 - Tenure of appointment; and
 - Any other material matters that were considered in making the recommendation.

Once an appointment is approved, the candidate must be advised in writing of their appointment and provided with a copy of the relevant selection procedure.

3.2. Non-Olympic Discipline Appointment Process

The following process will be followed in the appointment of Non-Olympic Discipline Selectors:

- EA will advertise Expressions of Interest for the appointment of Selectors for each Non-Olympic Discipline at least 60 days before the end of the previous panel's term.
- A Non-Olympic Appointment Panel (NOAP) will be set up, comprising:

- The respective NDC Chair.
- One other respective NDC member.
- One athlete with International Competition experience, not currently campaigning; and
- The HPD.
- Members of the NOAP must comply with the EA Conflict of Interest (COI) Policy, and if an unacceptable COI is declared, then an alternate Member will be sought
- The Appointment Panel will evaluate the Expression of Interest submissions based on the key criteria within this Policy and the relevant position description and skills matrix.
- The Appointment Panel will make a clearly documented recommendation to the Board to appoint a minimum of three Selectors per Non-Olympic Discipline.
- The Board Recommendation must include the following:
 - Assessment of the proposed Selectors against the key criteria within this policy.
 - Consideration of any conflicts of interest in duties that may arise and how these are managed given the recommendation.
 - Tenure of appointment; and
 - Any other material matters that were considered in making the recommendation.

Once an appointment is approved, the candidate must be advised in writing of their appointment and provided with a copy of the relevant selection procedure.

4. Team Management Positions

Team Management Positions will be first drawn from EA - staff. Where Team Management positions are filled by outside staff, the appointment process will follow standard Equestrian Australia Volunteer Position Agreement. These positions include supporting roles such as:

- The Chef d'Equipe (Team Manager); and
- Team Veterinarian.

Others as required from time to time, for example, a Stable Manager etc.

Relevant HPC and NDC members must be consulted as part of the recruitment/appointment process.

Appointment terms are at the discretion of the EA CEO and are subject to performance. The CEO will consider succession and business continuity. For guidance, typically, a term will include an

FEI World multi-discipline Championship and an Olympic and Paralympic Games, with the ability to extend the appointment if the preservation of continuity is deemed relevant.

5. Resignations, Terminations and Code of Conduct

A Selector or Team Management Position may be removed or their appointment cancelled for any of the following reasons, in accordance with EA's relevant employment policies, and after consultation with the EA CEO and HPD:

- Voluntary withdrawal

- Injury or illness

- Inability to perform the duties required

- Violation of any of EA Policies, including but not limited to the following:
 - EA Code of Conduct
 - EA Conflict of Interest Policy
 - EA Social Media Policy

6. Dependent Documents

This document is to be read in conjunction with the relevant Skills Matrix and Position Description, as well as the EA [Code of Conduct](#), [Conflict of Interest Policy](#) and the [Equestrian Australia Social Media Policy](#).