



**British Paralympic
Association**



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14th September 2020

Dear CEO/Team Leader,

BPA Athletes' Commission Election - Autumn 2020

We are delighted to announce that the BPA will be holding elections for the BPA Athletes' Commission in October/November 2020. Six new members will be elected, and we would like to invite each NGB to nominate up to one current and one retired eligible Paralympian to stand for election.

Purpose

The BPA Athletes' Commission acts as an advisory group to the BPA. The purpose of the BPA Athletes' Commission is to represent the views of athletes to the BPA Board, Executive Team, Games Leadership Group and Games Planning Group. Specifically, for the BPA to send a best prepared ParalympicsGB team to each Games, the BPA Athletes' Commission will ensure that the BPA considers athlete feedback and will offer advice on athlete facing areas. The BPA Athletes' Commission will also be integral to the development of an authentic and strengthened athlete voice which will be reflected in everything the BPA does.

Commitment

In the past two years the Athletes' Commission has developed so that now:

- The Athletes' Commission Chair is a full Board member of the BPA.
- The Athletes' Commission meets six times a year, in person or virtually. Meetings are typically 2-4 hours. Topics the Athletes' Commission has provided input into include kit, classification, media campaigns, athlete education and Rule 40 – Athlete Endorsements.
- Athletes' Commission members sit on BPA sub-committees, including Classification Advisory Group, Sport Committee and Social Impact Group, each of which meet two times a year for 2-3 hours.
- The Athletes' Commission has strong links to the IPC Athletes' Council through which it feeds into IPC decision-making (e.g. Games-time athlete protests, athlete endorsements).
- The Athletes' Commission has links with NGB athlete representatives, the BAC and the BOA and UKAD Athletes' Commissions.

The BPA's Athletes' Commission is looking for athletes/recently retired athletes who are willing to share their views on athlete-facing topics and will fully engage in the above activity, which will be shared between its 12 members. The position provides a fantastic development opportunity for any athlete, not just those considering a future career in sport administration.

Membership of the BPA Athletes' Commission is voluntary but reasonable expenses will be reimbursed.

The BPA Athletes' Commission is fully supported by the BPA's Athlete Services Manager, who is the liaison with the BPA.

Eligibility to stand

- An athlete currently part of a World Class Programme, who has competed at a Paralympic Games within twelve years of the date that nominations for the election close (since Vancouver 2010 Paralympic Games).
- A retired athlete who has competed at a Paralympic Games within twelve years of the date that nominations for the election close (since Vancouver 2010 Paralympic Games).
- No more than two members of the BPA Athletes' Commission can come from the same sport.
- All nominees should have agreement from their NGB and/or current employer to be able to attend all BPA Athletes' Commission meetings.

The BPA Athletes' Commission membership seeks to reflect a balance of summer and winter sports, male and female athletes, impairment groups, racial backgrounds and current and recently retired athletes. The BPA would like to encourage a wide and diverse set of nominations to ensure that the Commission is best representing all ParalympicsGB athletes. Achieving appropriate diversity in the membership is dependent on the nominees for election.

Please see Appendix 1 for current members, their sports and members who will be stepping down.

Nominations

- Nominations for the current athlete positions must be received through NGBs.
- Each NGB is invited to submit one candidate for the BPA Athletes' Commission, which can be a current or retired athlete, who meets the eligibility requirements.
- Nominations for retired athlete positions can be supported by either the athletes' former NGB or two current athletes.
- Candidates are asked to complete the attached nomination form and provide a head shot photograph.
- The completed nomination form and photograph should be sent to athletescommission@paralympics.org.uk. All nominations must be received by 5pm, Wednesday 7th October 2020.
- Shortlisted candidates will be invited to develop campaign assets (photographs, video) with the BPA Communications team to use on their social media channels.

An extensive database of eligible current and retired athletes will be notified on 16th September with information on the election and nomination process. Athletes are being advised to request further information and a nomination form from their Team Leaders or Performance Lifestyle Advisors.

Voter Eligibility

All athletes who have competed for ParalympicsGB at a Paralympic Summer Games or Paralympic Winter Games within the past twelve years from the nomination closing date (Vancouver 2010) will be eligible to vote for members of the BPA Athletes' Commission.

Voting process

The voting process will be administered through a secure online voting system. Eligible athletes will receive an email with a unique identification to enable them to vote securely and only once. Voting will open at 9am, Friday 6th November 2020 and close at 23:59, Wednesday 25th November 2020.

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Each athlete is asked to vote for three candidates, of which only one can be from their sport.

Results:

The results of the election will remain confidential to ensure that all candidates are elected on the same mandate irrespective of number of votes received.

Newly elected members will be required to attend an Athletes' Commission Induction session in January 2021. The first meeting of the new Athletes' Commission will take place in January 2021.

If you have any questions, please contact Clare Cunningham, Athlete Services Manager at Clare.Cunningham@paralympics.org.uk.

We look forward to receiving your nominations.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mike Sharrock'.

Mike Sharrock

CEO, British Paralympic Association

APPENDIX 1

Current members of the BPA Athletes' Commission

Helene Raynsford (Chair) (retired)	Rowing
Grace Clough (retired)	Rowing
Lora Fachie	Cycling
Charlotte Henshaw	Canoe
Ali Jawad	Powerlifting
Sean Rose (retired)	Snowsport

Members required to step down at the end of 2020:

Claire Cashmore	Triathlon
Sophie Christiansen	Equestrian
Ben Quilter (retired)	Judo
Stef Reid	Athletics

APPENDIX 2

Election Timeline

14 th September	Announcement of election to NGBs.
16 th September	Nomination process opens.
7 th October	Deadline for receipt of nominations at 17:00.
w/c 12 th October	Shortlist of candidates. NGBs and candidates informed. Candidates provide videos and BPA promotes each candidate in turn through social media.
6 th November	Voting opens at 09:00.
25 th November	Voting closes at 23:59.
w/c 30 th November	Results collated, ratified and NGBs and candidates informed of results.
w/c 7 th December	Public announcement of new BPA Athletes' Commission members
January	Induction for newly elected members and first meeting.