



BMAF International Entries Coordinator

Role Overview

This role is for the validation of all entries as a member of a British Masters team to an EMA/WMA event.

Anticipated Time Commitment:

3-4 hours per week on average during the period that entries to WMA/WMA stadia and non-stadia events are open.

Role Description: (this is indicative only)

- Advise athletes on how to enter the EMA/WMA championships and to clarify the entry requirements to those who don't find what they need to know on the BMAF website.
- Validate all the entries of GB masters competitors to see they meet the entry requirements before the closing date for validation, usually one week after entries close
- Follow up with athletes not meeting the requirements to ensure they do so in time.
- Provide a list of competitors and their events to the international team managers in order to facilitate communications with the athletes before and during the championships.
- Ensure that the International Team Managers and the support staff (e.g. a team from British Masters Medical Services) are registered for the EMA/WMA championship they will be attending.

Qualifications:

To be fully effective in this role it is envisaged that you will have:

- Good IT skills