

## JUDICIAL PANEL MEMBERS

### General

BC Soccer is the provincial sport governing body with the mission to govern, promote and develop the game of soccer in British Columbia in a professional and progressive manner. Established in 1907, BC Soccer is the largest provincial sport organization (PSO) in BC and the third largest soccer specific PSO in Canada with over 150,000 participants. As a professional not-for-profit society and a member of Canada Soccer, BC Soccer is committed to providing the widest opportunities for existing and potential participants, as well as provide support in the most effective and appropriate way for current players, parents, volunteers, member clubs, leagues and districts.

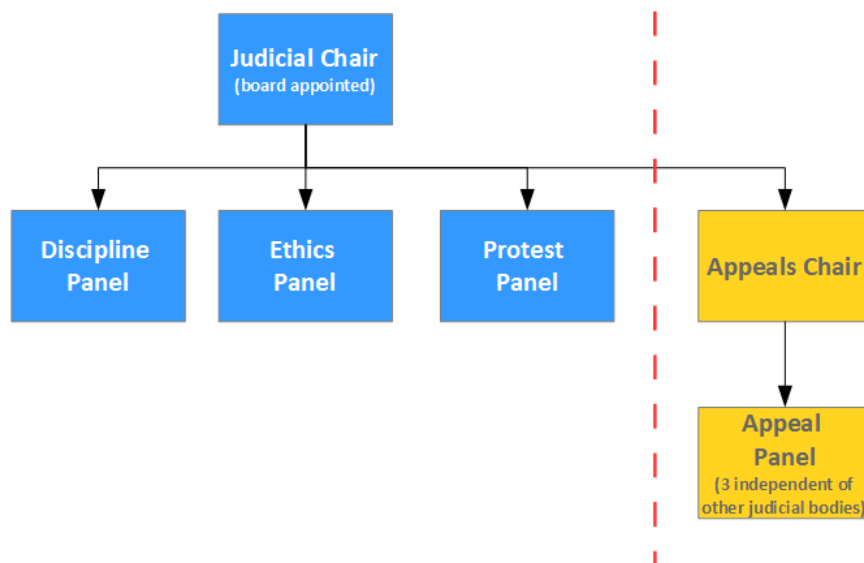
BC Soccer is comprised of more than 120,000 registered players, over 2,200 registered referees, and thousands of volunteer coaches, administrators and soccer leaders. Working with its 40 member Youth Districts and 11 Adult Leagues as well as their affiliate member clubs, BC Soccer operates under the guiding principles of Professional Leadership, Passionate Service and Progressive Collaboration. In managing its relationships throughout the larger soccer community, BC Soccer’s vision is to ensure every British Columbian has the opportunity to be involved in soccer as part of a lifelong commitment to active, health and involved lifestyle.

### Background

In August 2017, Canada Soccer amended its Disciplinary Code, for which its provincial/territorial members, like BC Soccer, are required to be compliant with. One of the key items that changed at that time was the requirement for an independent Judicial Chair, Appeals Chair and independent Judicial Panel Members. BC Soccer has met the requirement of an independent Judicial Chair and Appeals Chair since August 2018 and is actively seeking to independent Judicial Panel Members who do not serve on BC Soccer’s board of directors, any committee/advisory groups, or serve one of BC Soccer’s members or affiliated clubs in a staff or volunteer capacity.

### BC Soccer Judicial Bodies Overview

BC Soccer’s Judicial bodies and Appeals body structure is outlined below.



## **General Roles & Responsibilities**

### **Judicial Chair**

- Regularly reviews rules, regulations and policies related to ethics, discipline and protests (and potentially appeals)
- Acts as “traffic controller” whereby they can determine what submissions go to an ethics panel, discipline panel or protest panel
  - Can be an investigator, or can appoint someone else to be an investigator
- In some cases, they may undertake the discipline for any individual
- Responsible for finding independent judicial panel members
- Determines the chair of the respective panels

### **Ethics Panel**

- Is made of independent individuals who will determine if there has been a breach of BC Soccer’s code of conduct and ethics. They do not review matters that are game related (example: referee abuse); rather in simple terms, they review matters off the pitch
- They review complaints submitted to the association to determine if there is a breach
- If there is a breach, the matter and potential breaches are referred to the discipline panel
- Each Panel is to be a minimum of three members, one of those members is identified as the Ethics Panel Chair
- The Ethics Panel does not conduct hearings

### **Discipline Panel**

- Is made of independent individuals who issue sanctions for game related offenses, items referred from the Judicial Chair, Ethics and/or Protest Panels
- Each Panel is to be a minimum of three members, one of those members is identified as the Discipline Panel Chair
- May conduct hearings for alleged offenders
- May issue automatic sanctions

### **Protest Panel**

- Is made of independent individuals who review Protests submitted to determine if the protest has merit and may issue sanctions to any party involved in the protest
- Each Panel is to be a minimum of three members, one of those members is identified as the Protest Panel Chair

### **Appeals Chair**

- Is independent from the Judicial Chair and ethics, protest, and discipline panel members
- Can determine if an appeal has merit, or refer to a panel to assist in the decision
- Appoints an independent panel to review appeals
- In some cases, may act as the sole member of an Appeal Panel
- May inquire/investigate as it relates to an appeal

### **Appeals Panel**

- Is made of independent individuals to review an appeal to determine if there was a breach of BC Soccer rules/regulations/policies, process, if there was bias in the decision or amongst the panel, or if the principles of natural justice were not followed at the hearing (i.e. unfair hearing)
- An Appeals Panel may reaffirm, revoke or amend a decision, or, may order the matter to be re-heard
- Each Panel is to be a minimum of three members, one of those members is identified as the Appeal Panel Chair

### **Staff Role**

- Acts as the liaison to the Judicial Chair, Appeals Chair, and various judicial panels
- Can assist the Judicial or Appeal Chairs and/or panels in finding gather additional information, coordinate hearings, send correspondence, etc. In some ways act as a “case manager”.

## **BC SOCCER JUDICIAL PANEL MEMBER POSITION SUMMARY**

BC Soccer is always seeking highly organized, analytical, detail oriented, respectful individuals to sit on BC Soccer's judicial panels. These honorarium-based positions implement the ethics, discipline, protest and appeal policies and procedures of BC Soccer and may advise on potential updates or amendments. Panel members will be involved in decision-making and determine an outcome for each case in accordance with the Judicial Code and Policies of BC Soccer.

Panel members will liaise directly with BC Soccer's Governance and Discipline Coordinator, and occasionally with BC Soccer's Judicial Chair and/or Appeals Chair.

This position includes varied and interesting work related to soccer activity in British Columbia. While confidentiality is of the utmost importance to all cases, some cases are more sensitive in nature than others, so panel members are required to be professional and non-biased in their role and decision making. Panel members will be expected to uphold BC Soccer's bylaws, rules and regulations and other policies of BC Soccer while having a positive impact on the soccer community in BC.

Training will be provided.

### **Qualifications and Requirements**

- Ability to work in a team environment
- Ability to adhere to confidentiality requirements
- Critical thinking and analytical skills
- No affiliation with BC Soccer; no affiliation within BC Soccer's membership is an asset/preferred
- Willing to submit a Criminal Record Check (CPIC)
- Proficient in Microsoft Office (Word, Excel, PowerPoint, and Outlook) and familiar with use of online tele/video conferencing platforms
- Experience following Policy and Procedures would be considered an asset
- Legal or investigative experience or education considered an asset
- Verbal communication skills and fluent in English
- Available to respond within appropriate timelines and participate in meetings/hearings, typically at times in the evening, Monday to Thursday
- A passion for sport or previous experience working in sport would be an asset
- Willing to participate in relevant training as it relates to sport or soccer (examples: safe sport training, inclusion training, bias training, etc.)

### **Commitment Required**

- Participation in training provided.
- Time required to review any documentation in advance of a meeting/hearing
- Evenings, 1-3 times per month.



**Location**

Some meetings/hearings are held via telephone or video conferencing; however, the majority of in-person hearings are held at BC Soccer's office at 3410 Lougheed Highway, Vancouver. The office is located near Rupert SkyTrain station and quick access to Highway 1.

**Remuneration**

This is a volunteer position. An honorarium is provided annually based on participation.

**Application**

Interested applicants should submit their resume and statement of interest and relevant experience to [feedback@bcsoccer.net](mailto:feedback@bcsoccer.net) with the subject line of "Judicial Panel Member Interest".

Applications are accepted at any time to support the pool of Judicial Panel Members.