

To the EHF-member Federations

Vienna, 31 January 2023

Subject: 8th Candidate delegates course

Dear handball friends;

After a break from holding courses for EHF Candidate Delegates due to the pandemic, the EHF is going to carry out a course again in April 2023.

Detailed information on the course venue, the perspective candidate's profile, and the application procedure can be found in the attached document. The registration for candidates will be done online by each person who is interested to register for the position of an EHF delegate. The registration is not limited to a certain group of persons and the present information is sent to all EHF Member Federations, as well as in the form of a public announcement. The EHF strongly supports women taking up leading roles in European handball, therefore female applicants are welcomed.

We therefore kindly ask all National Federations to spread these documents among the parties concerned within the Federation without any delay and make the respective information available accordingly.

With best regards,

EUROPEAN HANDBALL FEDERATION



Markus Glaser
Chief Sports Officer

8th EHF CANDIDATE DELEGATE COURSE

Vienna/ AUT, April 21 – 23, 2023

I. Introduction

The European Handball Federation welcomed new EHF Delegates (indoor handball) for the last time in May 2019 and so plans to organize a course for EHF candidate delegates by the spring of 2023 to have a group of new Delegates ready for the start of the 2023/24 season.

II. Job outline – “The modern EHF delegate”

The duties and responsibilities of an EHF delegate have developed over the last few years, from just being an observer of referees to being more of an **event manager**.

When talking about the **management** at the venue and the follow-up of the individual events, in all EHF competitions, the EHF Delegates play a decisive role as the “long arm” of the EHF at the venue; they must be aware that they should act as representatives of the EHF.

III. Vision

The vision for EHF Delegates is to establish their role as **facilitators** and **communicators** in handball by creating an atmosphere of mutual respect and understanding between all parties involved in handball and then communicating this message to the outside world.

IV. Mission

EHF Delegates represent the handball message and stand for the European voice in European handball competitions. Their task is to **supervise** the optimized framework conditions according to rules, regulations, and procedures for all parties involved and to **mediate** between conflicts, if necessary.

V. Course dates and venue

As a result, a course for candidates for the function of EHF Delegate (indoor handball) will be held in Vienna/AUT from Friday, 21 April to Sunday, 23 April 2023, with an arrival on Friday afternoon and a departure on Sunday afternoon. The course will be held at the hotel “Courtyard Vienna Prater/Messe”.

VI. Course outline

The course will consist of an educational part with various information being offered on event management, including the evaluation of referees' performance at a recorded game, but will also have several testing parts where the candidates will have to prove a certain amount of knowledge and ability in view to their tasks and duties as an EHF Delegate.

VII. Application procedure

Anybody who wishes to be considered for the post of EHF Delegate will be able to apply online on the EHF application-specific portal. The application is not confined to a specific set of people, and the current information is provided to all EHF Member Federations as well as all those who might be interested in it.

The online registration form will request normal personal information as well as a professional CV and information about the applicant's sporting history, including engagement in handball and sports events. A 3-minute personal video explaining "*Why I want to become an EHF Delegate*" is also required as part of the application process. An online interview with the candidate will also be planned.

The online application will be open as of Wednesday, 01 February, and will close on Tuesday, 28 February 2023.

VIII. Applicants' required documents, criteria, and qualifications

- a. Age: Born on **01 July 1968, or later.**
- b. Online application
- c. Scanned passport (*.jpeg or .pdf format - to be submitted online*)
- d. Personal photo (*.jpeg format, passport size, no older than 6 months, full face view, 300 dpi, less than or equal to 240 kB – to be submitted online*)
- e. 3-minute personal video "*Why I want to become an EHF Delegate*" (*.mp4 format - to be submitted online*)
- f. Criminal Record Statement (*.pdf format, the respective form is attached to this*)
- g. **Good command of English** (*spoken and written skills*)
- h. **Good knowledge of the IHF Rules of the Game**
- i. Professional CV (*.pdf format, including sports and/or handball background - to be submitted online*)
- j. Familiarization with computing and the use of technology
- k. Online interview (*to be scheduled by the EHF Office*)

IX. Post-application procedure

A total of fifteen (15) to twenty (20) candidates will be chosen to attend the course. As a result, all candidates must be aware that their application may be refused.

After the online registration period, we will let everyone know if they will participate in the online person-to-person interview, and then we will let everyone know who has been validated as a candidate and invited to the seminar in Vienna in April.

X. Course content

The course will include an educational component with various information provided, such as evaluating the referees' performance at a televised handball game, as well as several testing components in which the candidates will be required to demonstrate a certain level of knowledge and ability concerning their tasks and duties as an EHF Delegate (IHF Rules of the Game, EHF Regulations).

XI. Course cost

- Travel expenses (*from the candidate's home city to the course location and return*) must be provided by the candidate.
- Accommodation (*in a single room with a full board*): The EHF will bear the cost.

XII. Additional information

- Your submitted documents must be saved, titled, and uploaded in the following format:
 - Application (.pdf): Jefferson_Application
 - CV (.pdf): Jefferson_CV
 - Photo (.jpeg): Jefferson_Photo
 - Passport (.pdf or .jpeg): Jefferson_Passport
 - Criminal record (.pdf): Jefferson_Record
 - Video (.mp4): Jefferson_Video
- If you have any more questions about the registration process, please contact [Annika Siller](#) (office tel. no. +43-1-80151 136).
- For all other information, please contact [George Bebetos](#) at the EHF Officiating Unit.

XIII. Useful resources

- [IHF Rules of the Game \(Indoor Handball\)](#)
- [EHF Handball Glossary](#)
- Event Management Toolkit (*to be sent over a personal email*)

XIV. Frequently Asked Questions (FAQ)

- **Who can register to become a candidate for the position of EHF Delegate?**
Everyone. Of course, familiarity with the tasks and requirements of an EHF Delegate is required, as is a background in handball. A good command of the English language is an absolute "must have," and an application will be denied if the candidate does not possess such command.
- **When is the online registration open?**
From Wednesday, 01 to Tuesday, 28 February 2023.
- **What is needed for a completed registration?**
To fill in the online registration form and the requirements c., d., e., f., and i. as described in VIII. above.
- **When does the EHF inform about the acceptance or rejection of the candidature?**
Between 01 and 15 March 2023.
- **Where to apply?**
Please follow this [link](#).