

UK•SKILLS

1 Giltspur Street, London EC1A 9DD
Telephone 0171-294 2420 Fax 0171-294 2430

The terms of reference and membership of the Skill Olympics National Committee (SONC)

1. The SONC is a standing committee of the Board which also reports to the Competitions Policy Committee. It is responsible for technical and non-technical matters relating to the final selection, preparation and entry of UK SKILLS teams for the International Youth Skills Competition (the Skill Olympics) and for implementing approved procedures as well as advising the Technical Delegate in respect of matters for discussion at the IVTO Technical Committee.
2. The Chairman, Chief Executive and Board of UK SKILLS are committed to ensure as close a communication and co-operation as possible between all those involved in selecting and supporting the UK SKILLS team. The process of selecting, training and supporting competitors is based upon experience derived from and carefully refined following each international competition. It is a team effort in itself. It is a prime role of SONC to play its part in ensuring that this is achieved so that the young people selected have every chance of success.

3. Terms of Reference

- 3.1 To consider criteria for the selection of technical experts, recommend their appointment, determine their responsibilities and monitor their work.
- 3.2 To advise on and participate in agreed training programmes for the technical experts.
- 3.3 To recommend appropriate procedures for the selection and training of competitors for the Skill Olympics.
- 3.4 To monitor the preparation and delivery of training programmes for competitors once they have been selected by UK SKILLS for the Skill Olympics.
- 3.5 To report on the overall performance of the UK SKILLS team after each international competition making particular reference to the international standard and to methods of improving the overall result.
- 3.6 To advise the Technical Delegate in respect of matters for discussion on the IVTO Technical Committee.

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4. Composition and membership

Chairman: J D G Hammer (Board Member and UK Technical Delegate)

Members: Up to four members with personal experience of international or national skills competitions at least one of whom should be a current technical expert.

One member with good technical knowledge currently employed in industry or by a training provider.

A team leader.

Members are appointed by UK SKILLS for a period of two years and are eligible for re-appointment.

5. Time involved and method of working

SONC will meet up to four times a year. Future meetings are planned for 28 January, 6 May and 16 September 1998. Members will also be expected to form part of one or more working groups with responsibility for specific projects, such as a preparing a training document or the programme for a training event. In addition, members **will be required** to participate in training events, including the experts' development conference in July 1998, the team briefing in June 1999 and up to three experts' forums. These forums will provide information and training for experts, monitor training preparation and progress and provide the Technical Delegate with technical advice and feedback.

6. Expenses

The role of a member of SONC is a voluntary one - UK SKILLS is a registered charity. Out-of-pocket expenses may be claimed for travel and subsistence in connection with the work of SONC.

Skill Olympics National Committee - acceptance form

Surname

First name

Home address

Business address

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Postcode

Postcode

Tel no

Tel no

Fax no

Fax no

E-mail

Preferred mailing address (home/work)

Experience (industrial/further education)

Current and previous involvement with national/international skills competitions (including the Skill Olympics)

Membership of professional bodies

Other relevant details

I accept UK SKILLS' offer of appointment to the Skill Olympics National Committee and am willing to carry out the tasks outlined in the terms of reference.

Signed..... Date.....