

Role Profile 002a BIU

Subject of the tender: External Self Employed Intelligence and Investigations Consultant

Reporting to: Head of Biathlon Integrity Unit

Overview of Biathlon Integrity Unit

The Biathlon Integrity Unit (BIU) is operationally independent from the governing body of biathlon and is managed by the Head of the BIU who reports to the Integrity Board.

The purpose of the BIU is to protect the integrity of biathlon from all forms of corrupt practice, including performance enhancement through doping and betting-related activities.

The remit of the BIU is to combat the threat of corruption, primarily through prevention, investigation and prosecution.

Main Tasks and Requirements

The BIU are seeking to increase its intelligence and investigations capability and to achieve this, is looking to build a small Cadre of experienced and flexible individuals who work together with the BIU as external consultants on fixed and flexible service contracts.

Through effective acquisition and development of evidence and intelligence, the BIU Cadre will protect integrity within the sport of biathlon and the wider sporting community by:

- Leading and participating in investigations, projects and prevention initiatives to include researching data systems, analysing themes and providing information and reports in order to build prosecution cases.
- Development of target profiles, evidential products and identifying prevention and disruption opportunities.
- Ensuring the quality, secure handling and dissemination of intelligence.
- Effective case management, creation and effective maintenance of BIUs records, including where necessary, operational or project/programme spreadsheets, case files and reports.
- Promote professional standards and where appropriate, provide advice in relation to matters of misconduct relating to any member of the Biathlon Community. This may be during formal presentations to a large number of delegates.

Requirement Profile:

- Extensive and recent investigative experience (experience in anti-doping desirable).
- A sound understanding of intelligence processes and information handling.
- A professional and flexible approach to work.
- The ability to work with sensitive information and maintain confidentiality.
- Fluent in English (Essential) German language desirable but not essential.
- Unquestionable integrity.
- Good team player, with exceptional organisational skills.

- Thoroughness and attention to detail.
- Excellent IT skills, including Microsoft Office.
- Flexible capability to stay abroad.

We draw attention to the fact, that the required services will involve overseas travel and work, often during evenings and weekends, therefore a flexible approach will be required.

Compensation:

The compensation will be exclusively on fee basis.

Selection process and vetting procedure:

The selection process will include one or more interviews, to be held in person and/or remotely at a time to be specified.

Every person working together with the BIU (even as an external consultant) must be 'Eligible', similar as IBU officials, like defined in Article 26.2 of the IBU Constitution. The Vetting Panel (made up of the three independent members of the BIU Board) will determine whether the Potential Consultants are 'Eligible' following a vetting process (as set out in Article 27 of the IBU Constitution, and in the Vetting Rules). Potential Consultants (if selected) will be required to submit a duly completed 'Vetting Disclosure Form' for this purpose.

The IBU Constitution, Integrity Code, BIU Rules, and Vetting Rules are available at:
<https://www.biathlonworld.com/downloads/>.

How to introduce yourself:

Your personal presentation must be sent to greg.mckenna@biathlonintegrity.com by no later than Monday 12th October 2020 and must include the following information/documents:

- A curriculum vitae with contact details including address (work and home), telephone numbers(including mobile), and email address;
- A letter (of 1-2 pages) explaining why the Potential Consultants is applying for the role and addressing the key selection criteria;
- Contact details for three referees and (if available) reference letters from each of those referees (it is the Potential Consultants responsibility to ensure that referees are willing to provide a reference when contacted by any member of the selection team); and
- The earliest date that the Potential Consultants could start in the role, giving consideration to any time needed for notice requirements, relocation, and/or visa requirements (if applicable).

The BIU is an equal opportunities partner and welcomes applications from a full diverse range of people, regardless of age, gender, ethnicity, sexual orientation, faith or disability.