

TUE committee member Role Descriptor

GLDF | Global Learning and Development Framework

The role descriptor will support the anti-doping industry by clarifying the main characteristics of key anti-doping roles. It can be used to support the development of a job description when an Anti-Doping Organization (ADO) aims to recruit a TUE committee member. ADOs should tailor this role descriptor to their specific needs and realities.

The TUE committee member role descriptor provides a high-level overview of this role and includes:

Key purpose of the TUE committee role

Role summary

Key responsibilities

Qualities and attributes

Qualifications and experience

Typical employer organizations

Example of job titles

Career progression and professional development opportunities for the practitioner undertaking this role



Key purpose of the role

The TUE committee member role contributes to the ADO's anti-doping program by evaluating TUE applications in accordance with relevant rules to determine if there are sufficient grounds to grant it.

The allocation of functions covered by this role to one person or a team of people within the anti-doping organization (ADO) will depend on the size and capacity of the organization, as well as the national and/or international context.



Role summary

This descriptor covers both the TUE committee chair and all TUE committee members.



Key responsibilities of Chair of TUE Committee

The functions of the TUE Committee members consist of:

Where necessary, coopting a chair and specialists relevant to the medical condition covered by a TUE application

Checking a specific TUE application and identifying appropriately qualified and knowledgeable individuals who could fairly review that application

Selecting an appropriate individual to lead on the specific application

Briefing the coopted individuals on the specific application and their role and responsibilities in relation to it



Key responsibilities of all TUE Committee Members

The functions of the Chair consist of:

Checking the TUE application to determine if further information is needed

Reviewing all aspects of the TUE application and supporting documentation

Determining whether the TUE application has been satisfactorily completed and all relevant information is available to make reasoned decision

Requesting additional information via the TUE administrator as necessary

Evaluating the TUE application to decide if it complies with the relevant ISTUE

Analysing the application and supporting documentation

Identifying and evaluating the details most relevant to the ISTUE

Making constructive contributions to the TUE discussions as relevant to own area of expertise and experience, using reasoned argument and relevant evidence

Providing reasoned and written decisions within applicable timelines

Reaching decisions using an objective and scientific approach

Following agreed procedures and timelines

Where required, providing a rationale and background to the decision

Protecting the athlete's privacy and confidentiality



Qualities and attributes

Common values in the anti-doping industry, regardless of the role a practitioner undertakes, which should be checked for in candidates to the position, are:

Integrity (equity, justice, fairness, courage, accountability)

Excellence (professionalism, innovation, quality, competence)

Respect (honesty, openness, inclusion, diversity)

Collaboration (engagement, teamwork)

Dedication (passion)

The Core Competency Framework for Anti-Doping Practitioners further describes these core values with descriptive statements and captures the competencies that are common across the various roles of the anti-doping industry. It is a useful tool to refer to if the ADO seeks to further develop the list of qualities and attributes that a candidate to any position in anti-doping should be able to demonstrate.



Skills

Based on the results of a survey that was circulated among TUE committee members across the anti-doping industry in 2022, a list of skills was identified as necessary for the profession. The following list details skills deemed as essential by 65% of respondents. Such skills should be assessed in candidates applying for a TUE committee member role:

- Ability to work in compliance with code, standards, ethics
- Ability to work with sensitive information and maintain confidentiality
- Teamwork collaboration
- Critical thinking
- Decision making
- Listening
- Attention to detail
- Ability to deal with internal and external stakeholders
- Ability to work with adults
- Willingness and ability to learn
- Writing
- Ability to appropriately target communications to the audience
- Ability to give and receive feedback
- Analytical and logical thinking
- Ability to work under pressure
- Speaking
- Ability to present complex technical content & topics in engaging plain language/formats
- Ability to record processes in detail and with accuracy
- Self-motivation
- Planning



Qualifications and experience

The TUE committee member function is primarily medical one, but it is also helpful if candidates have some background in anti-doping. Candidates should typically hold:

Chair	Medical degrees
All committee members	

Experience in leading and participating in medical committees is an advantage.

Prior knowledge and/or experience in the following areas are important assets for a TUE committee member role:

- Working knowledge of the sport and anti-doping systems' structures at national, regional, and international level
- Understanding of the relevant technical and governance aspects of anti-doping at national and international level
- Working knowledge of anti-doping rules and regulations at national, regional, and international level and anti-doping rule violations and consequences in particular
- Experience in managing administrative and clerical procedures such as managing files and records, and other office procedures



Typical contracting organizations

- National Anti-Doping Organization (NADO)
- Regional Anti-Doping Organization (RADO)
- International Sports Federation (IF)
- Major Event Organization (MEO)
- World Anti-Doping Agency (WADA)



Career progression and professional development

TUE committee members are experts in a medical field and are only contracted by ADO for specific TUE committee responsibilities. Progression is likely to take place in their primary medical career rather than in anti-doping.



Examples of job titles

TUE committee chair

TUE committee member

Collaborators

WADA, while leading the standard setting work to develop the professional standards, works collaboratively with stakeholders and WADA technical teams. The development work for TUE was conducted by a Technical Working Group composed of:

- Dr. Chin Sim Teoh - Chair of the Therapeutic Use Exemption Committees of Anti-Doping Singapore and the SEA Regional Anti-Doping Organisation
- Yujin Hong - KADA
- Tommasina Barberini - NADO Italia
- Gina Maria Gil Herrera - Mindeporte
- Richard Mohr - USADA
- Rebecca Lee - UEFA
- Dr. David Gerrard - FINA
- Katia Alloun - WADA

This group was chaired by Education practitioners from the anti-doping industry:

- Alexis Cooper - SIA

Quality Management

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GDLF Overview

One of WADA's six priorities under the World Anti-Doping Agency's 2020-2024 Strategic Plan is to 'Grow Impact'. As one of the key initiatives under this priority, the Agency has committed 'to developing training programs and qualifications standards for anti-doping professionals to improve professionalism and enhance the capabilities of the anti-doping workforce'.

Accordingly, in April 2020, WADA's Education Department commenced development of a Global Learning and Development Framework (GLDF), through which specific, standardized training for a range of anti-doping roles are being developed and made available for Anti-Doping Organizations (ADOs) and other stakeholders worldwide within the anti-doping ecosystem. The GLDF establishes role descriptors, professional standards and global learning and development activities for practitioner roles in the anti-doping industry.

The role descriptors have been used by WADA to develop competency-based training programs. They can be read alongside:

- (1) the professional standards for the corresponding role, which describe the expected standard of competence for a given role
- (2) the anti-doping core competency framework, which details the values and competencies that are common across the various roles in the anti-doping industry.

*** The Professional (occupational) Standards are the benchmarks of good practice and describe the expected standard of competence for a given role. They should not be confused with the International Standards, which are a set of documents that, along with the World Anti-Doping Code, seek to harmonize anti-doping policies, rules and regulations among Anti-Doping Organizations (ADOs) for specific technical and operational parts of anti-doping programs.***