

IMPROVED PRODUCTION RACING ASSOCIATION of AUSTRALIA

7th December 2021

From: IPRAA National Board

Regarding: Request for nomination for IPRA National Administrator

To: All IPRA club members

The National Board would like to inform all IPRA club members that it is seeking requests for nomination to the position of National Administrator.

It should be noted by those considering the role that the position has become more dynamic in recent years and will require a reasonable amount time to be set aside to work on matters and items that are expected as part of fulfilling the position.

It should also be understood that this position is the highest profile representative position for the category and as such applicants should note the Executive Committees expectation of professional conduct. The very nature of the breadth of IPRA means that not all members will be happy with every outcome, which at times can make the role challenging. In consideration of this, applicants should include any relevant matters in their application that demonstrate their capacity to appropriately manage conflict, without bringing the category into disrepute, including any resolution skills.

External facing responsibilities include:

- Liaising with CAMS generally, covering both technical and administrative functions of the 3j category.
- Consulting with CAMS on any National issues within the association and also any other outside influences within Motorsport in Australia.
- Formalizing and submitting any documents to CAMS that are required for possible regulation changes or rewrites.
- Liaising with groups within CAMS such as the AMRC and CAMS Technical when required.
- Facilitating discussion between the states on emerging matters, IPRA's future direction and ensuring the membership are appropriately represented.
- Promote IPRA, in accordance with the Executive Committee's direction.

Executive administration responsibilities and expectations include:

- Arranging and organize meetings between the board on a regular basis, in accordance with the constitution, which includes a yearly face to face meeting.
- Facilitating consultation with the states on technical and regulatory matters, as appropriate.
- Consulting with members of the board on general operational matters.
- Facilitating communication between the board and the National Technical Committee.
- Keeping records of all state memberships and club meeting minutes.
- Managing the IPRAA national bank account including the paying of all invoices and collection of fees.
- Overseeing any sub committees and working groups, eg tyre tenders and managing contracts with control tyre supplier etc.
- Any other duties required under the IPRA Constitution.



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In accordance with the constitutional requirements, any person that may be interested in this position should have served a minimum of 12 months on any state or territory IPRA club committee.

Nominations must be lodged by the 31st of December 2021.

There is no specific form, however a nomination must contain a personal resume and an overview of the nominee's plans for the IPRAA, if elected.

The board will then review and discuss all nominations, with a decision to be made before the end of January 2022.

Please feel free to contact your state delegate who will be able to provide you with more details in relation to the position, and the opportunity to be a part of the future direction of IPRA.

All nominations are to be sent to administrator@ipraaus.com.au who will collate and forward to the states at the close of the nomination period.

Yours faithfully,

IPRA National Administrator

Brett Watters