



FEDERASI ICE SKATING INDONESIA

INDONESIA ICE SKATING FEDERATION

COMMUNICATION No: 008/2023

FISI TEAM LEADER RESPONSIBILITIES

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- FISI will create a WHATSAPP Communication Group that will include all skaters, coaches, skaters and officials for the competition. Team Leader should communicate (or update/share) all the written, printed or verbal communication (such as Colored schedule, Official & Unofficial practice schedule, etc) from the competition to all respective participants in the WHATSAPP Group.
- Upon arrival at the competition, check-in with the LOC and the registration room. Make sure all team members have credentials. Also, make sure all team members are on the transportation arrival schedule and that the hotel sheet matches the hotel's information.
- Attend all necessary and required meetings at the event (such as Team Leader meeting, Skaters' draw, doping test (if required))
- Please take official picture with the skater and coach with the national flag or Team Jacket (National documentation). Picture should be sent to the WHATSAPP GROUP.
- Make sure that all team members are on the transportation departure schedule.

CRISIS MANAGEMENT

- Team leaders are required to address all unexpected or emerging situations that involve team members in a timely manner. This includes the following circumstances.
- Handle all discipline and behavior management issues.
- Work with the medical team to handle all medical emergencies.
- Work with the LOC (Local Organizing Committee) regarding any security issues.

TEAM SUPPORT AND SPIRIT

- Team leaders are expected to have excellent communication skills and demonstrate the ability to develop rapport and camaraderie within the team. They should be able to create the following type of team environment.
- A team with a sense of identity and unity.
- A solid communication and support network between and for team members.
- Harmonious relationships between team members.
- Adherence to the highest ethical standards of Federasi Ice Skating Indonesia (FISI)

Jakarta, 8 November 2023

Suzan Herawaty, S.E., President