



**EUROPEAN HANDBALL
FEDERATION**

Vienna, 7 October 2016

Seminar for new EHF Delegates in December 2016

Dear handball friends

The European Handball Federation accepted new EHF Delegates two years ago for the 2014/15 season and would therefore like to do a seminar for new EHF Delegates again during the 2016/17 season in order to keep the two year rhythm.

A seminar for new candidates for the position of EHF Delegate will therefore be held from Friday, 9 December (arrival day) to Sunday, 11 December 2016 (departure in the afternoon) in Gothenburg/SWE. The seminar will take place in the framework of the EHF Women's Euro 2016 in Sweden, where match day 1 of the Main Round will take place in "Scandinavium" in Gothenburg on that Saturday during the seminar.

The registration for candidates will again be offered on line with a form that needs to be filled in and sent to the EHF by each person who is interested to register for the position of an EHF delegate. The registration is not limited to a certain group of persons and the present information is sent to all EHF Member Federations as well as to all those persons that expressed the respective interest during the past weeks and months.

We therefore kindly ask all National Federations to spread these documents among the parties concerned within the Federation without any delay and make the respective information available accordingly.

As it was the case two years ago the on line registration form will ask for standard personal data as well as information regarding the handball career of the applicant including his/her involvement in clubs and federations. In order to get a complete picture of the applicant, a live video must be included with a personal message of the applicant and a photo must be uploaded as well.

Furthermore please remember the age limit for new delegates which is 55 years, therefore an application is only possible for persons who are born on 1 July 1961 or later.

Since there is already a good number of active delegates the EHF will only accept a maximum of around fifteen to twenty new delegates during this registration procedure. It is therefore important for all applicants to also be prepared that their application might be rejected.

The on line registration will open on Sunday, 16 October 2016 and will close on Sunday, 6 November 2016.

Right after this period of the on line registration we will inform all candidates that completed the registration process successfully whether or not they are confirmed as candidates and invited to the seminar in Gothenburg in December. The seminar will consist of an educational part with various information being offered, but will also have a testing part where the candidates will have to prove a certain amount of knowledge and ability in view to their tasks and duties as an EHF Delegate.

Additional information as well as details regarding the technical handling of the registration are attached to this e-mail in separate documents. Please contact Adrienn Öri (oeri@eurohandball.com) for any further questions or information as she will handle the registration procedure within the EHF Office.

EUROPEAN HANDBALL FEDERATION

Markus Glaser, Competitions

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Most important information and facts regarding the registration as a Candidate for the position of EHF-Delegate

Who can register to become a candidate for the position of EHF-delegate?

Basically any person. Of course, a certain relation to the duties and requirements of an EHF- delegate are needed and a history in handball is an important basic. A good knowledge of English is an absolute “must have” requirement.

Is there an age limit for applicants?

Yes, an application is only possible for persons born on 1 July 1961 or later.

When is the on line registration open?

From Sunday, 16 October 2016 to Sunday, 6 November 2016.

What is needed for a completed registration?

- 1 Fill in the on line form
- 2 upload a video with a personal message in English language regarding your reasons and thoughts why to become an EHF-delegate
- 3 upload a current photo in a good quality

When does the EHF inform about the acceptance or rejection of the candidature?

The latest by Thursday, 10 November 2016

When and where is the seminar for those applicants that are accepted?

The seminar will take place from Friday to Sunday, 9 to 11 December 2016 in Gothenburg. The arrival is planned for Friday and the departure for Sunday afternoon.

How is the cost situation at the seminar?

Applicants organize and pay the travel to and from the seminar location (Hotel “Gothia Tower”, Gothenburg). EHF pays all costs for board and lodging during the seminar

How many applicants will be accepted?

Approximately 15 to 20 applicants will be accepted for the seminar.

Where to register?

Please follow the link: <http://members.ehf.eu/community/daf/register.aspx>



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Technical information on the handling and completing of the on line registration
as a candidate for the EHF Delegate Seminar in December 2016

When you click on the link (<http://members.ehf.eu/community/daf/register.aspx>)
of the on line registration in your e-mail for the very first time, you need to register yourself.

In order to do so, please proceed as follows:

Click on the field "e-mail" in the section "or register" and insert your e-mail address. Then you click on
the next field below and enter a password of your choice.

Then you press the "Register" button".

A few moments later you will receive an e-mail to the e-mail address that you used to register. Open
this e-mail and click on the link in the e-mail and the form for your on line registration opens and is
ready to be filled in.

If, at a later date, you would like to change some data in your on line registration, you use the same
link as you used for your first registration. But as you are already registered, you can directly log in
with your e-mail address and the password in the section "LOGIN".

Once you have completed the on line registration form, you must add the video and the photo,
which you need to prepare and complete in advance, so you simply upload them to your on-line
registration.

- The video must last at least 30 seconds, but it must not be longer than 60 seconds.
The total volume of the video and the photo together must not be more than
300MB.
- The video must include a personal message of the applicant in English language with some
words regarding the motivation and the reason behind the application as an EHF delegate.

After you have successfully completed the upload of the video, you click on "SEND" and your
registration is being processed to the EHF.

A few moments later you will get an e-mail with a confirmation of the receipt of your registration.

Attention: This e-mail is sent to the e-mail address that you indicated in the registration form as your
"e-mail" in the section "personal details".

Once you have received the e-mail with the confirmation of the receipt if your registration, the
process is completed.

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