

Chief Expert (CE)

The Chief Expert is the Expert responsible for providing management, guidance, and leadership for a skill competition. The CE is a member of the Skill Management Team.

In particular, the CE ensures that a competition environment is created which allows each Competitor to produce the best possible work over the four days of competition and plays a crucial role in managing the Experts' preparation, execution, assessment and marking. The CE is ultimately responsible for the integrity and safety of the skill competition and for ensuring compliance with all pertinent rules, procedures, and assessment practices.

Qualifications, experience, personal qualities, and ethical criteria

In addition to the requirements for Experts (see section Error! Reference source not found.), a Chief Expert must meet the following criteria:

- Have good communication skills in both written and spoken English,
- Have been an Expert for at least **one previous** Competition
- Have advanced knowledge, understanding, and expertise in standards and assessment in vocational education and training (VET) and/or in relevant industry sector(s)
- Be highly competent and experienced in the relevant work role(s) or occupation(s)
- Have good management and leadership skills
- Have good interpersonal relationship skills
- Be capable of using a computer and communicating via the Internet – including to facilitate the Discussion Forum for their skill and for their work in partnership with the Director of Skills Competitions
- Communicate with and respond to WorldSkills International between Competitions
- Be of the highest integrity – be honest, objective and fair, and prepared to cooperate with others as required
- Be willing to accept either the CE or DCE role.

Majority decision of Experts

Decisions involving the skill competition are preferably made by a unanimous decision of the Experts. If the Experts are unable to reach a unanimous decision within a reasonable time, the Chief Expert puts the matter to a vote. A simple majority (50% of the Experts present plus one) will stand as the final decision. Absent Experts must be informed of the decision but are unable to change the decision.

Decisions are to be recorded by the Skill Competition Manager or Chief Expert using the Decisions, Actions, and/or Agreement form located at <http://skill-management.worldskills.org>

Contact with Competitions Committee

Chief Experts may have direct contact with the Board members responsible for Competitions Committee leadership or Director of Skills Competitions on matters relating to the preparation and organization of their skill competition. They may be asked to attend Competitions Committee and/or Skill Management meetings.

External support not permitted

The Chief Expert is not permitted to enlist the support of an external person or a former Chief Expert or Expert to assist in any aspect of the Competition except when the Test Project is designed by a third party (see section Error! Reference source not found.).

Nomination, election, and approval

At C-2 months, the Director of Skills Competition informs the Technical Delegates and Experts who is eligible to stand for the Skill Management Team. Those eligible are asked to confirm to the Director of Skills Competitions their willingness to nominate. This preliminary list of nominations is posted on the Expert Centre before the Competition for consideration by all Experts.

The Skill Competition Manager presides over the election process.

At the Competition, Skill Competition Manager again checks which eligible Experts are willing stand. Any Experts who indicate that they no longer wish to stand are removed from the list and those Experts who now wish to stand are added to the nominations. This process must be completed **by 18:00 on C4** and nominations are locked.

The election commences immediately on locking and ends **by 14:00 on C+1**. Experts log in to the Expert Centre and vote for three Experts in their order of preference. The application allocates three points to the first choice, two points to the second choice, and one point to the third choice. The Skill Competition Manager does not vote.

At 14:00 on C+1, or earlier if all Experts have voted, the Skill Competition Manager locks the application and the results are generated. Experts must log back into the application and digitally sign the results to approve the nomination. (Exceptions to this schedule must have been agreed previously with the Board members responsible for Competitions Committee leadership.)

The Skill Competition Manager submits their recommendations regarding the CE and DCE and all reserves to the Director of Skills Competitions at the Competition **before leaving the Competition venue**.

Note: This election is only in respect of the nomination of the Skill Management Team and their reserves. The Expert receiving the highest number of points will be nominated Chief Expert, the Expert receiving the second-highest number of points will be nominated Deputy Chief Expert. The nominated CE and DCE must then be

- Recommended by the Skill Competition Manager
- Supported by their Member organization, and
- Approved by the Board members responsible for Competitions Committee leadership.

By C+2 months, the Director of Skills Competitions advises the compatriot Technical Delegate and seeks provisional support. This ensures continuity of development and communication between Competitions.

Six weeks before the Competitions Committee meeting held **about C-12 months**, WorldSkills International seeks support from the Technical Delegate (copy to Official Delegate) of the Member Organization for their Expert(s) to be designated CE or DCE.

If supported by the Member Organization and also approved by the Board members responsible for Competitions Committee leadership, the CE and DCE are appointed. A list of all approved CEs and DCEs is published before the Competitions Committee meeting **at C-12 months**.

Time	Process
C-2 months	<ul style="list-style-type: none"> • Director of Skills Competitions informs the Technical Delegates and Experts who is eligible to stand for the SMT. • Eligible persons requested to confirm willingness to nominate. • List of nominations posted on Expert Centre.
At Competition	<ul style="list-style-type: none"> • Skill Competition Manager checks eligible Experts willing to stand and calls for further volunteers and updates list accordingly.
18:00 C4	<ul style="list-style-type: none"> • Nomination process completed and locked. • Election process starts immediately. • Experts log into Expert Centre and vote for three Experts in order of preference.

By 14:00 C+1	<ul style="list-style-type: none">• Election process completed.• Skill Competition Manager generates results.• Experts log into Expert Centre and digitally sign results.¹
Before leaving Competition venue	<ul style="list-style-type: none">• Skill Competition Manager submits CE and DCE recommendations to the Director of Skills Competitions.
By C+2 months	<ul style="list-style-type: none">• Director of Skills Competitions advises compatriot Technical Delegate and seeks provisional support.
About C-12 months	<ul style="list-style-type: none">• WSI seeks support from the Technical Delegate (copy to Official Delegate) of the Member Organization for their Expert(s) to be designated CE or DCE.• If supported by the Member Organization and also approved by the Board members responsible for Competitions Committee leadership, the CE and DCE are appointed.• A list of all approved CEs and DCEs is published before the Competitions Committee meeting at C-12 months.

¹ Exceptions to this schedule must have been agreed previously with the Board members responsible for Competitions Committee leadership

This definition is part of the [WorldSkills International Competition Rules Section 6.5](#)

