

JOB DESCRIPTION FOR:

**Secretary General (part-time)
Formula Air Racing Association (FARA)**

The Formula Air Racing Association is seeking a Secretary General to lead the organization through a transition and growth phase.

About FARA:

[The Formula Air Racing Association \(FARA\)](#) has a history of 50 years behind it. FARA is the recognised official governing body and sanctioning authority for Formula Air Racing disciplines. FARA is the international sanctioning body for the new electric air racing formula [Air Race E](#) and for the sport known as formula one air racing (in cooperation with the American IF1 and French APAF associations) where it sanctions the [Air Race 1](#) World Cup series. FARA is a member of the [Royal Aero Club of the United Kingdom](#), which in turn is a founding member of the World Air Sports Federation (FAI). FARA's Mission is:

- To sanction all existing and future Formula Air Racing formats globally.
- To promote Formula Air Racing and develop participation both nationally and internationally.
- To provide training, mentoring, assessment and licensing of any pilot wishing to take up Formula Air Racing globally.
- To provide technical and regulatory guidance and liaison with regulatory bodies, sporting federations, event organisers and industry practitioners in relation to the running of FARA-sanctioned Formula Air Races and the operation of formula race aircraft.

About the Role:

FARA is looking for its first-ever Secretary General, on a part-time basis, to fulfil FARA's Mission (above) and drive the organization forward. The Secretary General will have day to day responsibility to lead the operations of the organization, working alongside the President and other Directors of FARA. FARA is about to enter a new phase of development and expansion internationally and will require significant effort in the following areas: working with regulatory bodies; establishing and approving rules for formula races; promotion of the sport; developing new commercial opportunities; administrative and accounting tasks; leading and building the team; and, eventually, growing membership and participation. The duties can be performed remotely, but ideally based in the United Kingdom.

About the Candidate:

The candidate must have extensive experience in the air sports industry and be able to function with the utmost competence and professionalism on a strategic level all the way down to the daily detail. This candidate will have a proven track record and an impeccable reputation already established in aviation. He or she must have a native level fluency in English, a proven track record in air sports (and ideally air shows), experience dealing with civil aviation authorities and sports bodies, and come with a strong list of references. A deep knowledge of air racing is desirable (and eventually will be necessary). This candidate will have excellent communication skills and a diplomatic approach. The Secretary General will be the face of FARA but equally the heavy-lifter ready to roll up his or her sleeves with an unmatched passion.

Remuneration:

This is a part-time contract role, roughly one day per week, and will be paid on a retainer basis (plus expenses) at a competitive rate. **Please send your CV and cover letter to the Formula Air Racing Association at info@formulaairracing.com**