

APPROVED:

By the President of the
International Grappling Federation

Order No. 26 IGF-03 of 28 October 2026



SPORTS DIRECTORS' JOB DESCRIPTION

I. GENERAL PROVISIONS

1.1. An IGF Sports Director is a person appointed in accordance with the procedures established by the Federation, responsible for the development of grappling, coordination of sporting activities and representation of IGF interests in the territory assigned to them.

1.2. This description establishes the general duties, rights, responsibilities and operating principles applicable to all IGF Sports Directors.

1.3. A Sports Director must be guided by and comply with the following applicable documents and requirements:

- Official IGF documents and regulations;
- IGF competition rules;
- Documents, regulations, qualification requirements and decisions of the IGF Dan-Kyu Commission;
- Documents, regulations, refereeing rules, qualification requirements and decisions of the IGF Referees' Committee;
- IGF requirements for the organization of sporting activities;
- IGF ethics and disciplinary regulations;
- Decisions and approved instructions of IGF management;
- Other applicable internal IGF documents and relevant legislation.

1.4. Following appointment, a separate written agreement shall be concluded and signed with each Sports Director, specifying their territory, powers, operating conditions and responsibilities.

1.5. The Sports Director shall be accountable to IGF management in accordance with the established procedures.

II. MAIN DUTIES

2.1. Development of grappling

2.1.1. Promote the development and popularity of grappling in the assigned territory.

2.1.2. Cooperate with clubs, coaches, athletes and other organizations.

2.1.3. Encourage new clubs and athletes to participate in IGF activities.

2.1.4. Contribute to the achievement of IGF sports development objectives.

2.2. Competitions and events

2.2.1. Submit proposals to IGF management concerning competitions, championships and other events.

2.2.2. Organize events on behalf of IGF only with prior authorization from IGF management.

2.2.3. Ensure that approved events comply with IGF rules, regulations and safety requirements.

2.2.4. Coordinate the participation of athletes, coaches and referees within the scope of the powers granted.

2.3. Compliance with documents

- 2.3.1. Know and apply current IGF documents, regulations and competition rules.
- 2.3.2. Ensure that coordinated activities comply with IGF requirements.
- 2.3.3. Inform clubs, coaches, referees and athletes of relevant rule changes.
- 2.3.4. Report significant violations to IGF management.
- 2.3.5. Refrain from making decisions contrary to IGF documents or management decisions.
- 2.3.6. Comply with the requirements of the IGF Dan-Kyu Commission and the IGF Referees' Committee, respect their areas of competence and, without separate authorization, refrain from making decisions on Dan-Kyu grades, referee certification or the award of referee categories.

2.4. Representation and administration

- 2.4.1. Represent IGF only within the scope of the powers granted.
- 2.4.2. Maintain relations with sports organizations and partners.
- 2.4.3. Protect the reputation of IGF and observe the principles of ethics and impartiality.
- 2.4.4. Plan activities, submit reports and carry out lawful instructions from management.
- 2.4.5. Comply with confidentiality and applicable personal data protection requirements, including the General Data Protection Regulation (GDPR).

III. RIGHTS OF THE SPORTS DIRECTOR

- 3.1. Submit proposals for the development of grappling.
- 3.2. Initiate events, seminars and training activities, subject to prior approval for their organization on behalf of IGF.
- 3.3. Cooperate with organizations within the scope of the powers granted.
- 3.4. Receive information and current IGF documents necessary to perform their duties.
- 3.5. Participate in IGF activity planning processes in accordance with established procedures.

IV. USE OF THE IGF NAME, LOGO AND DOCUMENTS

- 4.1. Without prior authorization from IGF management, a Sports Director is prohibited from:
 - 4.1.1. Organizing or announcing competitions, championships, tournaments, seminars or other events on behalf of IGF.
 - 4.1.2. Using the IGF logo, name, symbols or other marks for advertising, commercial or organizational purposes, except as expressly authorized.
 - 4.1.3. Issuing, signing or approving certificates, diplomas, attestations, licenses or other official documents on behalf of IGF.
 - 4.1.4. Awarding sporting titles, qualifications, referee categories or official statuses on behalf of IGF.
 - 4.1.5. Concluding agreements, undertaking financial obligations or authorizing other persons on behalf of IGF.
- 4.2. Authorization shall be granted in writing or in another documented form established by IGF.
- 4.3. The IGF name, logo and symbols may be used only for the purposes and under the conditions specified in the authorization.

4.4. Unauthorized use shall constitute a violation of this description and may result in measures provided for in the agreement or IGF documents.

V. RESPONSIBILITY

5.1. The Sports Director is responsible for the proper performance of assigned duties.

5.2. The Sports Director must comply with IGF documents, the requirements of its commissions and committees, regulations, competition rules and management decisions.

5.3. The Sports Director is responsible for their actions and decisions within the scope of the powers granted.

5.4. The Sports Director must protect the IGF name, reputation and legitimate interests.

5.5. Violations may result in measures provided for in IGF documents, the individual agreement and applicable legislation.

VI. APPOINTMENT AND INDIVIDUAL AGREEMENT

6.1. A Sports Director shall be appointed by an IGF-authorized body or person in accordance with established procedures.

6.2. A separate written agreement shall be concluded with each appointed Director.

6.3. The agreement shall specify the territory of activity, the term of appointment and agreement, powers, individual duties, responsibilities, accountability, and the conditions for amendment and termination.

6.4. The Sports Director shall act in accordance with this description, the individual agreement and applicable IGF documents.

6.5. The Sports Director may not exceed the powers granted.

VII. FINAL PROVISIONS

7.1. This job description applies to all IGF Sports Directors.

7.2. Individual powers and territory shall be specified in the agreement and/or appointment document.

7.3. This description may be amended or supplemented in accordance with the procedures established by IGF.

7.4. This document shall enter into force upon approval by an IGF-authorized body or person.