

# Task Description



## 2 x Non-Executive Director (NED) [For election at AGM 2021]

### Background

England Touch Association is the governing body for the sport of Touch Rugby in England. Covid has hit all sports hard, and our focus for 2020 has been about adapting to these times, keeping our participants engaged with the sport and planning for our return. To help prepare for this recovery, we are seeking applicants for two Non-Executive Director roles on our Board.

At the centre of our strategy for recovery is participation. Growing the number of people regularly participating in our sport as players, referees, volunteers and supporters. And through that, growing our membership and deepening our relationship with our members.

We believe that Touch Rugby is a sport for all and we are committed to ensuring that everyone, regardless of their background, is welcomed into our sport. This is especially important at the level of the Board. We are keen to improve the diversity of the Board, so we reflect the diversity of our participants and society as a whole. We particularly want to encourage applicants from Black, Asian and other ethnic backgrounds, women and people with other characteristics that are under-represented on the Board. We believe that this will put us in a stronger position to achieve our strategic goals.

### Job purpose:

- Act in an advisory capacity by bringing a breadth of business and management knowledge and experience for the benefit of the England Touch Association and the sport of Touch
- Constructively review, challenge and make creative contribution in the development and implementations of the Association's strategy
- Scrutinise executive activity and monitor England Touch Association performance in meeting agreed goals and objectives
- Ensure robust processes are in place and adhered to.

### Experience:

The England Touch Association is committed to equality and inclusion. The composition of our Board does not currently reflect the diversity of our participant-base or society as a whole. We particularly want to encourage applicants from Black, Asian and other ethnic backgrounds, women and people with other characteristics that are under-represented on the Board.

The England Touch Association Board is a skills-based Board. We are currently looking to strengthen the Board by recruiting two Non-Executive Directors who can demonstrate one of more of the following:

- Professional experience in IT or digital
- Professional experience in HR
- Professional experience in a legal and/or regulatory environment
- Current experience as an active Touch participant (e.g. player, coach, club official, referee)

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We are particularly interested in people who can demonstrate experience and knowledge of working in a Non-Executive capacity with an SME or Not-for-profit organisation.

**Hours required:** 2-3 hours per week, attend up to 6 board meetings per annum as well as the AGM and strategic planning meeting

**Locations:** Various; including work from home and working away from home

**Appointment term:** This position is subject to election at the AGM (7 March 2021). Board members can serve a maximum of four two-year terms.

**Salary:** Voluntary Role, expenses paid if applicable. Part of #OneEngland Rewards and Recognition scheme

**Applications:** Submit a CV and covering letter of no more than one page setting out your reasons for applying and suitability for the role (both of which will be shared with our members at the AGM) to [governance@englandtouch.org.uk](mailto:governance@englandtouch.org.uk) by 5pm on 20th February 2021.

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## Skills and Qualities:

Person specification	E	D
Able to act as an ambassador for continuous improvement	x	
Independence and impartiality	x	
Strong strategic thinking, resilience and the ability to manage ambiguity	x	
Aptitude to work in an environment in which challenging issues can be confronted, opposing opinions are sought and trust is implicit	x	
Effective communication skills and interpersonal acumen	x	
Proven ability to solve problems, identify opportunities and assess risk	x	
Capability to provide constructive criticism		x
Ability to translate and apply commercial / consumer skills and approaches into the National Governing Body / Sport environment		x
Able to makes decisions objectively, based on understanding of facts and different perspectives		x
Demonstrable experience of succession planning		x