

The role

To lead the Board of Tchoukball UK, ensuring that the highest standards of probity and governance apply in relation to the conduct both of the Board and of the operations and activities of the organisation and that Tchoukball UK business is conducted in accordance with its purpose, as set out in its constitutional documents, and associated strategy, values and policies, and with all legal and regulatory requirements.

The role will be appointed by shortlisted candidates at an interview panel. The likely location of this interview will be central London but could depend on the location of applicants.

	Essential	Desirable
Experience length and type of experience needed	<ul style="list-style-type: none"> • Ability to work at a distance from the rest of the Board • Work in an innovative manner to ensure expenditure is kept to a minimum • Be a decision taker 	<ul style="list-style-type: none"> • IT competent preferably with Google Apps knowledge • Have experience of Sport England Recognition process
Qualifications – minimum qualifications needed or relevant experience	<ul style="list-style-type: none"> • Knowledge of establishing a board structure • Knowledge of developing a new sport 	<ul style="list-style-type: none"> • Directors training from Institute of Directors (IOD) or similar body • Previous working knowledge within a board structure for a sports NGB
Training – Any particular training already undertaken	<ul style="list-style-type: none"> • Manage and plan meetings / ensure successful outcomes achieved • Control meetings and ensure opportunity for all to present their views • Have an overarching view of the NGB operating at a strategic level guiding the board 	
Skills and abilities	<ul style="list-style-type: none"> • Represent the sport to external bodies 	
Other factors	<ul style="list-style-type: none"> • Have good contacts within the sporting community 	

Key responsibilities

- Lead the oversight of the vision, strategy, values and policies of Tchoukball UK, in collaboration with the CEO and Board members
- Assist to establish and guide the Board in fulfilling its responsibilities concerning statutory and regulatory compliance, contractual and commercial obligations, the good governance of Tchoukball UK, its financial stability, the most appropriate use of funds and appropriate risk management
- Run the Board and, in conjunction with the Chief Executive, set its agenda
- Lead in identifying and meeting the induction and development needs of individual directors, with the Chief Executive having a key role in facilitating provision. It is the responsibility of the Chair to address the skills and development needs of the Board as a whole with a view to enhancing its overall effectiveness as a team
- Ensure that the performance of individual Directors and of the Board as a whole and its committees is evaluated on a regular basis
- Facilitate change and address any areas of conflict within the Board and within the organisation, liaising with the Chief Executive to achieve this
- Together with the Board, ensure effective communications with all major stakeholders including the membership and the wider Tchoukball community
- Represent and champion Tchoukball UK by being its advocate and ambassador
- Be the guardian of the reputation and rules of Tchoukball UK and endeavour to ensure it is regarded as a respected governing body
- Provide guidance and support to the Chief Executive Officer in the performance of their duties

Main duties

- Chair meetings of the Board and set the agenda, style and tone of Board discussions to promote effective decision-making and constructive debate. The agenda should be strategically focused and take account of the issues and the concerns of all Board members. Encourage active engagement by all the members of the Board
- Implement and promote standards of corporate governance aiming for a minimum of Sport England Tier 2 striving Tier 3 compliance wherever possible
- Help build an effective, skilled and complementary Board, evaluating performance, initiating change and planning succession in Board appointments
- With the CEO, ensure effective implementation of Board decisions
- Provide effective leadership of the organisation, including representing the organisation and understanding the views of the Membership
- Promote effective relationships and open communication, both inside and outside the boardroom, between directors, staff and stakeholders
- Maintain an awareness of the organisation's performance in all areas and take action if required
- Establish a close relationship of trust with the Chief Executive, providing support and advice while respecting executive responsibility, and carry out regular performance reviews
- Ensure the organisation pursues its objects as defined in the Memorandum of Association; and Safeguards the good name and values of the organisation
- Act as a signatory for Tchoukball UK where appropriate
- Attend major events within the Tchoukball UK seasonal calendar
- Assist with specific tasks for the benefit of Tchoukball UK

Time Commitment

- Estimated 1-2 days a month
- 4 Board meetings a year: 2 online, 2 face to face
- Term of office (subject to discussion)

Expenses

Tchoukball UK receives no funding and relies on good business decisions and effective management of expenditure to enable the NGB to function. Only necessary expenses will be paid for the position. The board works innovatively to achieve the best outcome for its membership and the sport in the UK.

Further Information

For an informal discussion about the current activities of Tchoukball UK and to find out more about the organisation, please call Philip Moore, CEO, on 07976 442576.

In line with its policy on Equality & Diversity, Tchoukball UK actively seeks and encourages applications from candidates from diverse backgrounds.