

# Chair of the Active Partnerships National Board Role and Person Descriptor



## Remunerated at £12,000p.a

Commensurate to expectation of 2-3 working days per month |

Term : Two x Three Year Terms |

## Overall Purpose

To provide effective leadership of the Active Partnership National Board ensuring robust and fit for purpose governance arrangements are in place and strong strategic direction, guidance and support is provided to the Executive Team.

To act as an ambassador, spokesperson, advocate and representative, as appropriate, for the collective Active Partnerships network, fostering strong relationships with its members, stakeholders and partners.

### Responsible to:

- Active Partnerships National Board Members
- Senior Independent Director (responsible for carrying out their annual appraisal)

### Responsible for:

- Active Partnerships National Board Members
- Chief Executive Officer

### Main Relationships:

- The National Active Partnerships Team, Local Active Partnership teams, Sport England, Sport and Physical Activity sector partners and wider system partners who share the organisation's overall purpose.

### Expected Impact and outcomes:

- To have established and built a strong, effective and a constructive working relationship with the Chief Executive Officer and Executive Team, ensuring they are held to account for achieving agreed strategic objectives.
- To have driven and supported development, as a priority, of a new strategy for the organisation and collective network in collaboration with the Board of Trustees, Executive Team, Network and partners.
- To have developed a diverse high performing Board of Trustees who are effective in decision making, well respected and valued by the network and partners and ultimately making a difference to the collective work of the Active Partnerships.
- To have ensured that the Board fulfils its duties to secure the sound financial health of the charity, with systems in place to ensure financial accountability and risk management.
- To have progressed the 'brand' of Active Partnerships by championing its cause and positioning its visibility and work on a national stage where it furthers its role as an integral system partner for sport, physical activity and movement.

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## Main Actions

- Provide strategic direction to the Board and organisation ensuring decision making is effectively made, impact is monitored and all activities are carried out in an ethical and inclusive manner.
- To ensure that the Board Non Executive Members and related Network Directors fulfil their duties and responsibilities for the effective governance of the charity ensuring compliance with the Code of Sports Governance and its Articles of Association.
- To ensure that the Board is able to ensure the sound financial health of the organisation , regularly reviewing major risks and associated opportunities and satisfying itself and funders that systems are in place to take advantage of opportunities, and manage and mitigate the risks.
- To effectively chair meetings of the Board ensuring meetings are well planned, inclusive, meaningful and effectively reviewing the organisation's matters at appropriate times.
- To ensure the Board maintains diverse, engaged and knowledgeable Trustees who bring expertise, experience and relevant skill sets and behaviours which reflect the challenges and opportunities of the collective agenda of the network.
- To act as an influential ambassador for the work of the Active Partnerships representing them at external functions, meetings and events as required and acting as spokesperson for the network when appropriate.
- To foster, maintain and protect close relationships with key partners and stakeholders ensuring Active Partnerships maintain a strong, influential and trusted national and local voice on matters relating to its mission.
- To support the development of Board Trustees and the Chief Executive Officer carrying out their annual reviews, seeking out opportunities for self improvement and adopting a learning approach to ensure continuous improvement remains a valued way of working for the organisation and network.

## Skills, values and behaviours

- Experience as a Non-Executive Board member, governance arrangements and working to a public code of conduct.
- Extensive Senior Leader experience within a Charity or Corporate organisation including strong financial acumen, leading people, strategic design and organisational improvement skills.
- A deep interest/passion for the power of sport and physical activity to transform people's lives and understanding of a systemic way of working to deliver outcomes which impact beyond the Active Partnership's organisational boundaries.
- A proven personal style which can motivate and inspire the confidence and respect of the Board, the Executive team, its network members and external stakeholders.
- A keen-ness and willingness to give their time and expertise to add real value to the Active Partnership's collective work.
- Well-developed meeting management and debate approaches including excellent communication and inter-personal skills as well as an ego-less style and genuine respect for other's opinions and expertise.
- The ability to absorb, process and understand complex information quickly and accurately demonstrating sound judgment.
- An ability to innovate and be curious with a willingness to take calculated risks and challenge the norm.
- A commitment to continuous improvement and strive to deliver the best possible outcomes.
- A proven desire and ability to positively help foster a high performing, values-driven team culture.
- Has high emotional intelligence demonstrating an ability to be self aware and perceptive and can call on an understanding of their own and others emotions and behaviours to ensure an collaborative, inclusive and diverse approach to working with people.