



**British  
Elite  
Athletes  
Association**

## **NON-EXECUTIVE DIRECTOR RECRUITMENT**

[www.britisheliteathletes.org](http://www.britisheliteathletes.org)

**With you.**



## JOB DESCRIPTION

<b>JOB TITLE:</b>	<b>Non-Executive Director</b>
<b>REPORTS TO:</b>	BEAA Board of Directors
<b>SALARY:</b>	Expenses and attendance fee are offered
<b>TYPE OF ROLE:</b>	Independently Appointed Non-Executive Director. Responsible to Board and Members of British Elite Athletes Association
<b>TERM LENGTH:</b>	Four years per term, to a maximum of two terms
<b>COMMITMENT:</b>	Four in-person full day board meetings per year. Four hour long online check-ins in per year. Ad hoc attendance at events and working groups, by agreement.

## PURPOSE

The BEAA exists to represent the interests of athletes by providing them with independent, confidential support and expert advice, mediation, and advocacy on behalf of athletes within the sporting system.

The BEAA has a support team working directly with athletes to provide support on a wide range of issues they may experience, for example, with their sport's selection process, a grievance with a team member, a disciplinary, a duty of care or welfare issue or concern over their mental health and wellbeing.

More broadly, the BEAA represents the athlete voice in key areas of decision making across the world class program, and runs a network of athlete representatives.

The BEAA works in collaboration with others within the high-performance system, including the National Governing Bodies of Sport, the Home Country Sports Institute, the British Olympic Association, British Paralympic Association and UK Sport as well as key partners such as UK Anti-Doping, Professional Players Federation, MIND and the NPSCC Child Protection in Sport Unit and Ann Craft Trust.



## ROLE SUMMARY

Our Non-Executive Directors play a vital role in making sure that the BEAA achieves its core purpose. They oversee the overall management and administration of the organisation. They also ensure that the BEAA has a clear strategy and that our work and goals are in line with our vision. Just as importantly, they support and challenge the executive team to enable the BEAA to grow and thrive, and through this, provide independent and confidential advice, support and advocacy to Britain's elite athletes. Board members have a collective responsibility. This means that Non-Executive Directors always act as a group and not as individuals.

At this point, the board seeks a candidate with a strong credibility to advocate within the high performance system. This may come from credibility as an athlete, as a respected professional within the sporting world, or from having a track record in public affairs, campaigning or negotiation and mediation. Experience of having been a para athlete or involved in disability sport would be a particular asset.

## PRINCIPAL RESPONSIBILITIES

- Support and provide advice on the BEAA's purpose, vision, goals and activities.
- Approve operational strategies and policies, and monitor and evaluate their implementation.
- Oversee the BEAA's financial plans and budgets and monitor and evaluate progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored and controlled effectively.
- Review and approve the BEAA's financial statements.
- Provide support and challenge to the BEAA's CEO in the exercise of their delegated authority and affairs.
- Keep abreast of changes in the BEAA's operating environment.
- Contribute to regular reviews of the BEAA's own governance. Attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect the BEAA's interests, to the exclusion of their own personal and/or any third party interests.
- Contribute to the broader promotion of the BEAA's objects, aims and reputation by applying your skills, expertise, knowledge and contacts.

As a small organisation, there will be times when the non-executive directors will need to be actively involved beyond Board meetings. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other issues in which the NED has special expertise.



## PERSON SPECIFICATION

### Essential:


- Strong credibility to advocate within the high performance system
- Experience of disability sport and the Paralympic world
- Commitment to athlete welfare and wellbeing and a passion for improving the journey for Britain's elite athletes.
- Willingness and ability to understand and accept their responsibilities and liabilities as directors and to act in the best interests of the organisation.
- Ability to lead and inform welfare and safety discussions and planning within Board meetings
- Willingness to develop personal knowledge and skills in relation to welfare and safety by undertaking training
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- Effective communication skills and willingness to participate actively in discussion.
- A strong personal commitment to equity, diversity and inclusion.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

### Desirable

- World class program system knowledge
- Experience of having been a para athlete.
- A track record and experience of Public Affairs,, campaigning and negotiation and mediation

*This job description is not to be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and may be amended from time to time in the light of the changing needs of the organisation through appropriate processes of consultation and the mutual agreement of both parties.*

*The British Elite Athletes Association takes seriously its role in recognising and removing any barriers faced by people involved, or wanting to be involved in sport, in any capacity, to ensure the culture of sport is improved to one that values diversity and enables the full involvement of disadvantaged groups in every aspect of sport. the BEAA is an inclusive organisation and welcomes applications from ethnic minority candidates, those with a disability and member of the LGBGTQ+ community.*



To apply, please send a covering email or letter along with your CV to [recruitment@britisheliteathletes.org](mailto:recruitment@britisheliteathletes.org) with the subject header NED APPLICATION.

CLOSING DATE FOR APPLICATIONS: 15<sup>TH</sup> June 2023

REMOTE INTERVIEWS TO TAKE PLACE: 19<sup>th</sup> June 2023