

Role Description

Role title:	Member Elected Director - Swim England
Reporting to:	Chair - Swim England Board
Duration:	An initial four-year term, with the possibility of a second four year term
Remuneration:	Voluntary position (travel and accommodation expenses paid in accordance with Swim England policy)
Location:	Nationwide Six Board meetings per year, three held online and three held in person in Loughborough, Leicestershire.

Role Purpose

To provide inclusive and inspirational leadership and guidance to the Board of the English National Governing Body for swimming, artistic swimming, diving and water polo.

Specific Responsibilities

- Act as a Director of the ASA (Swim England) limited, in the best interests of the organisation with honesty and good faith
- Act at all times as an effective, positive, proactive and credible ambassador for Swim England
- Promote Swim England as effectively and appropriately leading innovative best practice across the sector
- Contribute to the maintenance and continuous improvement of best practice governance arrangements and strategic risk management, with financial information that is accurate and financial controls and systems of risk management which are robust and defensible
- Help ensure compliance with the Sport England Code for Sports Governance, Sporting Future and other applicable standards of best practice
- Constantly uphold and promote the agreed Swim England Vision, Mission, Values and expected standards of ethical conduct and behaviour in fulfilling your responsibilities and encouraging best practice governance
- Contribute to the development of a clear, coherent, compelling, cost-effective and comprehensive Swim England Strategic Plan in conjunction with the Chief Executive Officer and other Board members and monitor ongoing delivery of the plan
- Help monitor performance against corporate implementation plans, budgets and targets, agreeing corrective improvements with the Chair, Chief Executive Officer and Board where appropriate
- Help ensure that the Board functions as a cohesive and constructive team engaging collaboratively and constructively at all times with Swim England employees, volunteers, members and other stakeholders
- Help to regularly monitor, evaluate and hold to account the cost-effective activities of all Board sub-committees and working groups

- Regularly attend as a member of any agreed Swim England sub-committees and working groups and constructively contribute specialist expertise
- Ensure continuous compliance with all statutory and legislative requirements including data protection, safeguarding, health and safety and equality
- Promote best practice inclusion, equality and diversity across Swim England at all times
- Disclose immediately any personal interest in any activity of the Company and/or possible or actual conflict of interests, and take no further part in any Board or committee discussion of the matter
- Not accept benefits from third parties and will adhere to the rules and regulations regarding gifts and hospitality.

Person Specification

Independence and Impartiality

- Each Board member will provide objective input to the Board's decision-making process without the potential for a vested interest in the decision out-comes
- Possess an open mind, be willing to listen and consider the views and needs of others, whilst constructively challenging the status quo

Governance

- An understanding and agreement of the legal duties, responsibilities and liabilities of a corporate body, companies and charities.
- A Legal qualification or experience in governance matters.

Communication & Relationship Management

- Be a collaborative team player
- Excellent interpersonal, influencing and communication skills, with the proven ability to present views in a clear, constructive and concise manner to a wide range of audiences and stakeholders at all levels
- Proven ability to build and maintain excellent relationships with all levels with a wide range of internal and external stakeholders
- Proven ability to give and receive honest and constructive feedback

Innovation

- A clear strategic thinker with balanced judgement and excellent analytical and problem-solving skills as well as demonstrable ability to quickly and thoroughly identify and grasp issues, seek out and fully evaluate the alternatives in arriving at a consensus on the best possible course of action

Knowledge and Experience

- Excellent knowledge of, or enthusiasm for, aquatic and membership sports
- Ability to apply knowledge and skills from other sectors to enable Swim England to adopt best practice and continuously improve its relevance and reach
- A proven track record of consistently and successfully helping ensure continuous improvement and best practice corporate governance at Board level in comparable organisations
- Commercially aware and supports other to identify commercial opportunities
- Demonstrable commitment to promoting equality, diversity and inclusion at all levels
- Ability to apply specific knowledge and experience from our sector that would be of benefit to our organisation such as facility design, marketing, sales and commercial, membership

In order to add strength and depth to our Board across the areas of Education, Safeguarding and Welfare, Government Influence and Environmental Sustainability, we are seeking applications from those who can demonstrate the following,

- Experience of working within an educational/vocational setting, and of the regulatory demands on awarding organisations and deliverers of vocational training
- Good understanding of the measures used to protect the health and wellbeing of children and vulnerable adults within sport
- Knowledge of and/or experience of influencing agendas within government, Westminster/Whitehall/Local Authority
- Experience of addressing environmental sustainability issues including climate change, open blue spaces and governmental and non-governmental policy

Terms of engagement

One to two days per month including between six and seven board meetings per year.

The position receives reimbursable vouched expenses in line with agreed Swim England policies.