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**Candidate brief**

**for the position of:**

**Chair of the Board**

English Lacrosse Association Ltd.





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##

## **Welcome Letter**

Dear Applicant,

I write to thank you for your interest in the English Lacrosse Association Limited (England Lacrosse or EL) Board Chair role at what is one of the most exciting times for lacrosse.

We have created this pack to give you some insight into who we are, what we do, and what you can help lead us in.

The sport of lacrosse is expanding globally. World Lacrosse (WL) membership has increased to 77 member countries, with 34 countries joining in the last decade. European Lacrosse has also seen marked growth and is now the most concentrated area of lacrosse participation in the world with 33 member countries. As the leading nation in Europe and the third largest playing nation worldwide alongside representatives elected to WL governance positions (Chair, Finance & Governance & Technical) and the ability to host major events highlighted by hosting the largest ever Women’s World Championships in 2017, England is a key European and global body in the sport.

As a company (limited by guarantee) England Lacrosse has experienced a decade of dramatic expansion of participation, even with the impact of Covid, with active weekly participation over 42,000. This has been sustained by the growth of our core market segments of schools, universities and clubs and managing identified assets. This growth has been underpinned by an ethos of “Delivering More” across the organisation focusing on innovation, efficiency, improvement and responsiveness.

This expansion of participation has enabled England Lacrosse to develop a wider range of partners and stakeholders, allowing more activity and services for all associated with the sport. The growth achieved by England Lacrosse and its position as a world leading lacrosse governing body has provided a platform for us to take significant steps towards realising our vision of becoming a major team sport. The Business Plan 2020-2024 “Olympic Aspirations” ensures that the expansion of participation continues, our profile is enhanced, and more partners join us in achieving our goals.

EL has a range of stakeholders including Sport England, RPC, STX, Kukri, O Pro, universities, colleges, schools, clubs, organisations, coaches and volunteers to create and develop Lacrosse in England.

We are looking for a strong, collaborative and dynamic Chair who feels excited by the prospect of leading a growing sport with real Olympic and Commonwealth aspirations.

I hope that you will feel inspired to want to join us.

Yours faithfully,



Mark Coups
CEO

## **Role Description**

To chair the England Lacrosse Board and Annual General Meetings and line manage the CEO.

**Person Specification: Board Chair**

Applicants for the position of Chair of England Lacrosse Board should meet the following personal specifications.

**Essential Skills:**

* Proven track record of leading the development of a Small Medium Enterprise (SME)
* Excellent interpersonal, leadership and influencing skills to lead the Board and provide strategic leadership, Chairmanship and negotiation.
* Excellent communication skills driving effective teamwork and diplomacy with stakeholders at all levels.
* Strong financial and budgetary control combined with an understanding and observance of the legal duties, responsibilities and liabilities of being a Chair of a not-for-profit organisation.
* Dynamic and innovative thinking to lead and support the organisational and behavioural change agenda for English Lacrosse.
* Commitment to the development of the sport, and credibility and respect as a leader within the sports sector.
* Demonstrable independence, impartiality and integrity working in a complex, multi-stakeholder environment.
* Experience of recruitment, development and maintenance of a diverse Board membership.

**The Role:**

* Lead the oversight and delivery of the 10 Year Strategy of England Lacrosse (2021-2031).
* Lead the oversight and delivery of the England Lacrosse business plan 2020-2024 “Olympic Aspirations” and development of our new business plan for 2024–2028.
* Lead and manage the Board, and ensure, through relevant appointments, that it retains the balance of skills, and receives all the necessary information, to enable it to operate effectively.
* Guide the Board in fulfilling its responsibilities concerning statutory compliance, the good governance of the organisation, its financial stability and appropriate risk management.
* Ensure appropriate communication takes place with all major stakeholders.
* Represent and champion English Lacrosse by being its advocate and ambassador for the sport at local, regional and national levels.
* Be the guardian of the reputation of English Lacrosse and seek to ensure it is regarded as a supportive, respected and trusted body.
* Provide guidance and support to the CEO in the performance of his/her management responsibilities.

## **Duties and Obligations**

### **Main Duties**

* Lead the development and delivery of the vision, 10 Year strategy, 4 Year business plan, company values and policies and to maintain a positive culture across the organisation.
* Chair meetings of the Board and, ensuring that through the Executive team, all members receive accurate, timely and clear information, in particular about the organisation’s performance and major incidents and problems to enable sound decisions, effective monitoring and the provision of suitable advice to take place.
* Together with the CEO prepare for and manage meetings to:
	+ ensure that sufficient time is allowed for discussion of significant issues, encouraging active engagement by all Board members;
	+ identify, and ensure adequate steps are taken to address any potential conflict of interest; and
	+ ensure that all matter discussed and agreed are properly recorded.
* Together with the CEO, act between meetings to ensure Board decisions are acted upon.
* Lead the Board’s evaluation of its own performance and prioritise and oversee implementation of any action required to improve the performance of the Board or of any of its members.

### **Fiduciary Duties**

* To act as a Director of the English Lacrosse Association Ltd (the Company) in the best interests of the Company with honesty and good faith towards its members, employees, partners, funding agencies, sponsors and of the communities within which the Company operates.
* To use such personal and professional skills together with such contacts, experience and judgment as they may possess with integrity and objectivity to optimise both the short and long term performance of the Company and in particular the areas of her/his own portfolio of responsibility as agreed from time to time.
* To lead the Board to arrive at balanced and objective decisions in the performance of its agreed role and functions.
* To ensure that the objectives of the Company, as agreed by the Board, are fully, promptly and properly carried out.

### **Director’s Obligations**

1. In particular, the Chair shall:
* Chair all Board meetings called during the year, unless prevented by exceptional circumstances;
* Attend the Annual General Meeting and such other Extraordinary General Meetings as may be necessary; and
* Confirm with the CEO the agenda for meetings of the Board or Committees of the Board any matter relating to the Company's business.

### **Board Obligations**

1. The Chair will:
* ensure that the decisions of the Board are fully, promptly and properly carried out;
* challenge and contribute to the development of strategy constructively;
* scrutinise the performance of management in meeting agreed goals and objectives and monitor the reporting of performance;
* satisfy him/herself that the integrity of financial information and that financial controls and systems of risk management are robust and defensible;
* ensure that s/he is consulted upon and participates in succession planning;
* ensure that s/he is consulted upon and receives adequate information in a timely fashion about the finances, proposed strategy plans and activities that would have a material effect on the Company;
* ensure that s/he has access to such key managers and professional advisors of the Company as may be required to enable the Director to perform his/her duties;
* ensure that s/he fully understands:
	+ the legal obligations of a Director of Company;
	+ the business of the Company and its services;
	+ the sport and territories in which the Company operates;
	+ the roles of staff in the Company; and
	+ the Company's organisation, structure and methods of working;
* ensure that s/he understands the views of major funding partners, stakeholders and sponsors;
* insist on a comprehensive, formal and tailored induction;
* seek continually to develop and refresh knowledge and skills to ensure any contribution to the Board remains informed and relevant; and
* ensure that any concerns, which cannot be resolved about the running of the Company, or a proposed action are recorded in the Board minutes; on resignation provide a written statement to the Chair, for circulation to the Board, with regard to any such concerns.

### **Personal Obligations**

1. As a Director the Chair will:
* ensure that s/he complies with all his/her obligations as a Director required by law, the Company's Memorandum and Articles of Association, and decisions of the General Meetings;
* obtain independent professional advice at the Company's expense should s/he consider that this is required in order to enable him/her to discharge his/her duties as a Director provided that s/he first obtains the permission (not to be unreasonably withheld) of the Chair, who shall promptly report such request to the Board; and
* disclose immediately any personal interest in any activity of the Company and take no further part in any Board or Committee discussion of the matter.

## **Compensation**

Expenses only. This is a voluntary unpaid role, offering a unique opportunity for the right candidate to lead an enthusiastic sports governing body with ambitious plans to build upon the game’s strong foundations in England and worldwide.

**Current Board**

Hannah Bowe, Chair – Sky, Rights Strategy and Acquisition at Sky Sports

Prashant Jobanputra - Promontory, Managing Director, London

Nikki De Kretser – Artkadin, Vice President Marketing

Jill Giddins – Blake Morgan LLP, Partner

Susan Gordon – Planet Organic, People and Legal Director

Jane McCarthy – Change management consultant

Gavin Devine – Park Street Partners, Director

Michael Estill - Kindleworth LLP Strategy and Technology Partner

Will Evans – British Triathlon, Head of Clubs and Regions

Tim Hunt – Williams Racing, Chief Marketing Officer

John Neal – ECB Head of Coach Development

## **Equality and diversity**

As part of our commitment to equality and diversity, we have included an optional equality monitoring form at the end of this document which we would appreciate candidates completing, where possible.

## **How to apply**

For a confidential discussion about the role please contact:

Mark Coups – Chief Executive on **0797625819** or **m.coups@englandlacrosse.co.,uk**

To submit an application for this position please emailthe following documents to:

**a.merrill@englandlacrosse.co.uk**and applications should be submitted before the 31st July 2022.

* Cover Letter highlighting your motivation for the post and relevant experience
* Up to date Curriculum Vitae/biography
* Completed Equal Opportunities monitoring form

## **Equalities Monitoring Form**

**England Lacrosse welcomes applications for all its activities from individuals regardless of ethnicity, religion, sexual orientation, gender, social background, age or disability.**

**This form will be detached before your application is considered. Any information given will be held in strict confidence and will not affect your application. We ask for your co-operation in completing this sheet. This form will not be seen by the panel responsible for the selection.**

*Please tick the appropriate box*

**1. Age category**

18-25       26-34       35-44      45-54       55+

**2. Disability**

|  |  |
| --- | --- |
| Do you consider that you have a disability? | [ ]  Yes [ ]  No |
| If ‘Yes’, please state the nature of the disability. Would you need any adjustments to be made to carry out this role?Do you need any special assistance in attending interview? If so, please give details:(The Equalities Act 2010 defines a disability as a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities.) |

3. Ethnic Origin

**Asian or Asian British**

[ ]  Bangladeshi

[ ]  Indian

[ ]  Pakistani

[ ]  Any other Asian background

**Black or Black British**

[ ]  African

[ ]  Caribbean

[ ]  Any other black background

**Mixed Ethnic Background**

[ ]  White & Asian

[ ]  White & Black African

[ ]  White & Black Caribbean

[ ]  Any other mixed ethnic background

**White**

[ ]  British

[ ]  Irish

[ ]  Any other white background

**Chinese or Any Other Ethnic Background**

[ ]  Chinese

[ ]  Any other ethnic background

|  |  |  |
| --- | --- | --- |
| **4. Gender** | [ ]  Female[ ]  Prefer not to say | [ ]  Male |

|  |  |  |
| --- | --- | --- |
| **5. Religion / Faith** | [ ]  Buddhist | [ ]  Christian |
|  | [ ]  Hindu | [ ]  Jewish |
|  | [ ]  Muslim | [ ]  Sikh |
|  | [ ]  None | [ ]  Other religion / faith |
|  | [ ]  Prefer not to say |  |

|  |  |  |
| --- | --- | --- |
| **6. Sexual orientation** | [ ]  Bisexual | [ ]  Gay man |
|  | [ ]  Gay woman / lesbian | [ ]  Heterosexual / straight |
|  | [ ]  Other | [ ]  Prefer not to say |