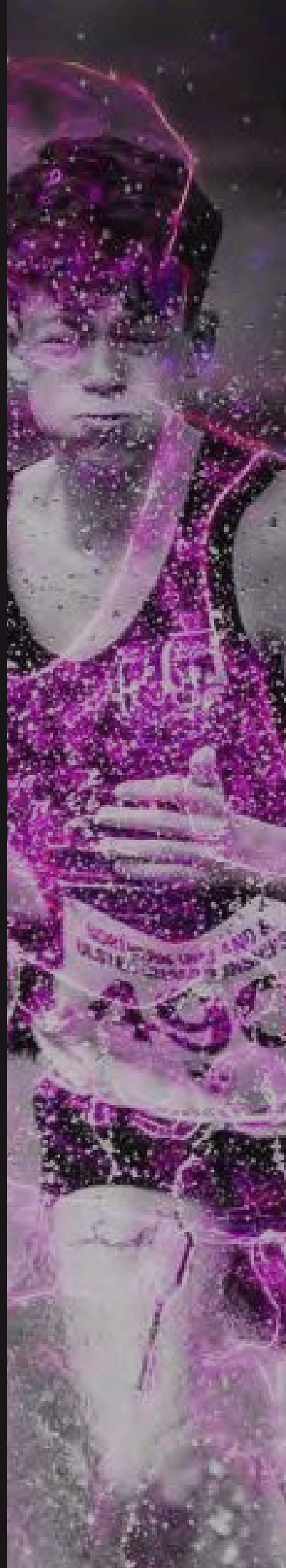




Board Recruitment Role of Chair

September 2024



OUR PURPOSE AND VISION

To **inspire** more athletes of all abilities and backgrounds to fulfil their potential, have a lifelong love for the sport, and ensure an inclusive sport where everyone belongs and can flourish.

Alongside this we aim to unite the athletics community to overcome the current challenges and work collaboratively to safeguard the sport for the future.

OUR MISSION

We seek to increase participation and performance success in athletics at all levels and across all disciplines, ensuring a positive and enjoyable experience for all. We will provide opportunities and enter into partnerships that will inspire and empower organisations and individuals of all ages, genders, races and abilities to achieve their full potential. In everything we do we will focus on safety, wellbeing, equality and positive social impact.

OUR VALUES

We integrate our core values throughout Athletics Northern Ireland in order to build trust, guide behaviours, and maintain a culture that supports achievement of our agreed objectives.



INTEGRITY

Everyone involved in our sport will be respected and treated fairly with a focus on positive relationships, facilitating inclusion, collaboration, mutual support and empowerment.



ACCOUNTABILITY

Everyone involved will be clear about their responsibility to deliver in their role, and to report performance accurately and promptly. All decision making will be clearly communicated and aligned to the strategy.



TRANSPARENCY

We will share relevant information, to support trust and alignment. Equally where confidentiality is necessary, we will operate discretion to protect our staff, members and the sport as a whole.



EXCELLENCE

We will plan, act, reflect, and really listen, to drive innovation and continual improvement. We will ensure our policies and procedures are fit for purpose and consistently applied.



FUN

We want people to feel excited and inspired by our sport, in a safe environment with fun and enjoyment at the heart of athletics.

Overview - The Chair and Leadership

Athletics NI (ANI) is responsible for developing and promoting the sport of athletics in Northern Ireland, in partnership with UK Athletics, Athletics Ireland and the other home country associations. Athletics NI oversees the delivery of events, coaching and education programmes, performance pathways, anti-doping and integrity policies, and membership and affiliation services.

ANI is seeking to appoint a Chair to lead its board of directors, which consists of eight elected members and four independent members. The Chair will be appointed for an initial term of four years, renewable for a further term of four years, subject to performance and board approval.

The Chair ensures the board has a clear vision, strategy and culture, and holds the chief executive and senior management team accountable for delivering the organisation's objectives. The Chair also represents Athletics NI at various functions, meetings and media events, and liaises with key stakeholders and partners, including Sport NI, UK Athletics, Athletics Ireland and Mary Peters Track Ltd.

An effective chair will provide leadership to the board, enabling them to fulfil their responsibilities for the overall governance and strategic direction of the organisation. The chair will play an integral role in ensuring that appropriate decisions are correctly made, including developing the organisation's aims, objectives and goals in accordance with the governing document and legal and regulatory guidelines.

The chair will work in partnership with the chief executive to ensure that board decisions are acted upon and the organisation is managed effectively. They will understand the difference between the role the board plays in governance, developing and agreeing the strategic direction of the organisation and that of the chief executive and senior management team in applying that strategy to the day- to-day operations.

Overall responsibility

The chair has an important role in leading the Board and establishing an environment that enables the Board to achieve its potential and secure the long term success of the organisation.

The Code of Good Governance has been adopted by Athletics NI. The board is responsible for providing appropriate oversight, governance and leadership to the organisation in the pursuit of its objectives. The chair provides leadership to the board with prime responsibility for ensuring it has agreed priorities, a coherent and achievable strategy, appropriate structures, processes and a productive culture. They enable the board to achieve its potential and secure the long term success of the organisation.

Main duties and responsibilities

In addition to those duties and responsibilities performed by all board members, the chair is generally considered to lead on:

- Lead the board in developing and reviewing the strategic direction, priorities and performance of the organisation.
- Support and appraise the chief executive and act as a critical friend.
- Facilitate effective board meetings, ensuring adequate scrutiny, challenge and decision-making.
- Manage conflicts of interest and loyalty, and uphold the values and principles of the organisation.
- Promote board diversity, renewal and succession planning, and evaluate board performance.
- Authorise action between board meetings within the scope of the governing document and legal requirements.
- Engage with the Sports Governance Academy to keep up with current trends in sports governance.

The chair is expected to attend:

- Six board meetings per year, plus AGM and AGM preparation, in person in Belfast or remotely.
- Some subcommittee meetings, in person in Belfast or remotely.
- Other ad hoc meetings of the board or committees, as required.
- Some Athletics NI events and championships, as time allows.
- Other clubs and organisations events, where invited.

Person specification

The following characteristics, knowledge and experience (or commitment to gain them) would be advantageous to the role of chair:

- A passion for athletics and a commitment to its development and growth in NI.
- A proven track record of senior leadership and strategic thinking in a relevant sector, such as sport, business, finance, law, media, education, health, or diversity and inclusion.
- Experience of serving as a chair or a similar governance role, preferably in a sport or non-profit context.
- Knowledge and understanding of the roles and responsibilities of a chair and a board director, including legal, ethical and fiduciary duties.
- Ability to provide direction, support and challenge to the board, the chief executive and the senior management team.
- Ability to facilitate effective board meetings, ensuring adequate scrutiny, challenge and decision-making.
- Ability to manage conflicts of interest and loyalty, and uphold the values and principles of the organisation.
- Ability to promote board diversity, renewal and succession planning, and evaluate board performance.
- Excellent communication and interpersonal skills, and a willingness to challenge and be challenged.
- Independence of judgement and integrity, and a willingness to uphold the highest standards of governance and conduct.
- Availability and flexibility to attend board meetings, committee meetings, and other ANI events, as required.
- A commitment to the Nolan Principals of public life.
- Annual sign up to UK Antidoping Rules.

Remuneration

The role is a Voluntary Role – reasonable expenses can be claimed.

Time Commitment

The chair is expected to attend:

- Six board meetings per year, plus AGM and AGM preparation, in person in Belfast or remotely
- Some subcommittee meetings, in person in Belfast or remotely
- Other ad hoc meetings of the board or committees, as required
- Some Athletics NI events and championships, as time allows
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Other roles

The chair of Athletics NI also currently holds the following roles, but these are subject to board appointment and may change:

- Chair of Mary Peters Track Ltd, a subsidiary of Athletics NI, with occasional board meetings and AGM.
- Board representative of Athletics Ireland and AI Enterprises Ltd, with monthly board meetings in Dublin or online, and possible subcommittee involvement.
- Board representative and non-executive director of UK Athletics Ltd, with six board meetings, AGM and ad hoc meetings in London or remotely, and possible subcommittee involvement.
- Voting representative of Athletics NI at the AGMs of Commonwealth Games NI Ltd and The NI Sports Forum Ltd.

ANI is committed to equality, diversity and inclusion, and welcomes applications from all sections of the community. ANI aims to have a balanced and representative board that reflects the diversity of its members, participants, and society. ANI particularly encourages applications from women, people from ethnic minority backgrounds, people with disabilities, and people from the LGBTQ+ community.

How to Apply

To apply for the role, please send a CV and a covering letter outlining your motivation and suitability for the role, and how you meet the person specification, to Athletics NI CEO, ceo@athleticsni.org by **Friday 20 September 2024 at 12 noon**. Shortlisted candidates will be invited for an interview with a panel of board members and external advisers. The appointment will be subject to satisfactory references and eligibility checks.



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