



THE ROLE

Independent Non-Executive Director – Commercial & Partnerships

The Non-Executive Commercial & Partnerships Director will act as an ambassador for Gloucestershire FA and as a custodian of the highest standards of business integrity and governance. The director will bring recent and relevant commercial experience to provide support to the development of a commercial strategy and provide informed advice and support to the board on business development and partnerships that further the County's business objectives. They will need to form a strong relationship with the CEO, providing support and acting as a sounding board on relevant commercial matters.

JOB DESCRIPTION AND PERSON SPECIFICATION

JOB TITLE	Independent Non-Executive Director
REPORTS TO	Chair of the Board of Directors

ROLE PURPOSE

- To monitor the business affairs of Gloucestershire FA, helping to determine the vision, strategy, plans, policies, and financial investment required to achieve its overall business objectives.
- To carry out the duties of a director in accordance with the Companies Act 2006.
- To act as an ambassador for Gloucestershire FA.
- To be an active board member, providing strategic oversight and constructively challenge and review Gloucestershire FA's strategic business plan.
- To guide the creation of a commercial strategy and provide informed advice and support to the Board and staff on business development, income generation and partnerships that further the Association's business objectives
- To oversee all mutually beneficial commercial, partnership, and sponsorship agreements.
- To provide advice on improving customer service standards and use of insight to develop and grow football participation across the county.

LOCATION	Home-based and Gloucestershire FA, Oaklands Park Stadium, Almondsbury, Bristol. BS32 4AG.
ESTIMATED TIME COMMITMENT TO FULFIL THE ROLE	<p>This is a voluntary role and requires a time commitment of approximately 1-2 days per month. The post requires a commitment to attend six Board Meetings a year and when available, relevant FA or GFA events.</p> <p>Board Meetings are normally held on Tuesday evenings at Gloucestershire FA and last approximately two hours. Directors are also encouraged to join any relevant Advisory or Working Groups.</p>
REMUNERATION AND EXPENSES	<p>This is a voluntary role.</p> <p>Relevant expenses will be paid in line with the Association's current Expenses Policy.</p>
TERM	Three years

RESPONSIBILITIES

GENERAL

- Serve as a Director of Gloucestershire FA and to actively participate in its strategic management.
- Execute the responsibilities of a Company Director in accordance with the Companies Act (2006) and/or Charities Act (2011) and other relevant legislation.
- Safeguard the interests of the membership and stakeholders of Gloucestershire FA.
- Establish clear objectives to deliver the agreed strategy and business plan and regularly review performance against those objectives.
- Ensure the effective implementation of Board decisions by the CEO and staff, holding the CEO to account for the effective management and delivery of Gloucestershire FA's strategic aims and objectives.
- Develop and maintain an effective corporate governance structure.
- Oversee the management of strategic risks to the Association
- Monitor the financial affairs of the Association and ensure the effective use of Gloucestershire FA finances.
- Promote equality of opportunity throughout Gloucestershire FA.
- Represent the Association to partners and stakeholders of Gloucestershire FA in a professional manner.
- Act with discretion in respect of sensitive, confidential, or commercial information provided to you in this role.
- Perform other responsibilities as assigned by the Board.

COMMERCIAL

- Work with the CEO and Head of Commercial & Finance to ensure the Association has a deliverable and regularly reviewed commercial strategy and operational plan.
- Support improved engagement with stakeholders.
- Establish relationships with non-traditional partners to develop commercial opportunities
- Support improved customer services standards.
- Identify and champion commercial activities, marketing and partnerships that deliver additional revenue and support the strategic aims and objectives of the Association.

PERSON SPECIFICATION

QUALIFICATIONS AND EXPERIENCE

- Business and commercial management experience.
- Company board level experience.
- Experience of delivering positive diversity and inclusion improvements.
- An active network of relevant contacts within local business and sports communities.
- Experience of securing investment from multiple sources.
- Ability to contribute to the strategic thinking and direction of the Association.
- An understanding of, and commitment to, equality, diversity, and inclusion in sport.
- Knowledge of the Safeguarding objectives and requirements for a County FA.

SKILLS AND PERSONAL ATTRIBUTES

- Possess or show willingness to understand grassroots football.
- Analytical and rational thinking.
- Positive attitude and highly self-motivated with ability to motivate others.
- Evidence of emotional intelligence and self-awareness.
- Strategic leadership and management skills. The ability to develop and monitor organisational strategy.
- Decision-making skills. The appropriate use of knowledge and experience to make informed decisions to the benefit of the organisation.
- The ability to debate, discuss and challenge in a constructive manner.
- Excellent interpersonal skills. The ability to form strong, productive relationships both internally and externally to the benefit of the Association.
- An ability to understand financial accounts, management accounts and budgeting.

ENHANCED DBS CHECK REQUIRED?	NO
CHECK COMPANIES HOUSE DISQUALIFIED DIRECTORS REGISTER?	YES
CLEAN, FULL DRIVING LICENCE?	Yes - or the ability to travel around the region and/or nationally as required.
THE ROLE HOLDER WILL BE EXPECTED TO UNDERSTAND AND WORK IN ACCORDANCE WITH THE VALUES AND BEHAVIOURS DESCRIBED BELOW THE VALUES BELOW ARE THOSE OF GLOUCESTERSHIRE FA.	
VALUES	BEHAVIOURS
OPEN	Open, transparent and approachable to new ideas and feedback.
HONEST	To have open honest communications both internally with colleagues and externally with stakeholders.
INCLUSIVE	Promotes and embeds safety, inclusive practices, opportunities, and education for all.
FLEXIBLE	Embraces new concepts and ways of working, adapting to the needs of the business and its stakeholders.
PROFESSIONAL	To be knowledgeable, passionate and maintain integrity in business conduct
ROLE PROFILE REVIEWED AND MODIFIED BY:	David Neale
DATE ROLE PROFILE REVIEWED AND MODIFIED:	29 th April 2024
ROLE PROFILE AUTHORISED BY:	
SIGNED BY ROLE HOLDER (ON APPOINTMENT):	
DATE SIGNED:	

One copy to be retained by the role holder, one signed copy to be stored confidentially by the Association.