



Appointment of NFA Independent Director Board Safeguarding Champion

2024





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INTRODUCTION FROM THE CHAIR

As we edge closer to a new four-year strategic cycle, we can look forward to an exciting and prosperous future for our County FA (CFA). Underpinning the success of any CFA strategy is the absolute necessity to ensure football opportunities are safe and inclusive. Our aim is quite simply to provide a framework of equal opportunity allowing everyone to enjoy our beautiful game in a fun, safe and welcoming environment.

Through our focus and commitment to safeguarding we have gained a reputation for being a 'model' CFA having successfully met all NSPCC assessment measures for a second consecutive year. Key to this success and ability to demonstrate our commitment at all levels of the game and we recognise the role that strong leadership plays in ensuring that these high standards are embedded across grassroots football.



To that end, an opportunity as arisen to join the Northamptonshire FA Board of Directors as a Board Safeguarding Champion. This is a crucial and exciting role with the opportunity to have a very real impact on grassroots football across Northamptonshire. If you think that you may have the experience, commitment, drive and passion to help us keep football safe, fun and inclusive then we look forward to hearing from you.

Jim Wilkinson
Northamptonshire FA Chair



NORTHANTS FOOTBALL

ABOUT NORTHANTS FA

Northants FA is the local governing body for football covering Northamptonshire. Our role is simple; To Protect, Promote & Progress an individual's journey in football by inspiring a lifelong relationship with the Game. Football has the power to Change Lives and connect people, and this is why we do what we do.

Since 1895, Northants FA have been governing the game locally, working with our member clubs and leagues to ensure that the game is played with integrity and passion. Over the years, the role that Northants FA plays in football has changed significantly and it now looks after over 27,000 players across 1,600 teams, engaging with thousands of coaches, referees, supporters, club and league officials and parents.

The County FA is responsible for everyone's journey in football and our role is to keep opening opportunities and breaking down barriers for more and more people to enjoy this beautiful game.

Our staff team provide expert advice and support to our members across a variety of development, safeguarding and governance fields.

Our Board of Directors, composed of dedicated and skilled individuals with a passion for making a difference, provide support and advice to the executive team with expertise in:

- Finance
- Grassroots Football Inclusion
- Human Resource
- Governance

We hope to complement this strong group further with additional, wider expertise.

Our ambition for improving the game and people's lives drives our strategy and the work we do.



OUR STRATEGY

In July 2021 we updated our strategic goals with a new 3-year strategic plan. As we now begin to look beyond 2024 and into a new FA development cycle, we can reflect on a successful three years...

With each passing season comes renewed optimism after some very dark days for our communities and our sport. Significant changes have been made within the business during recent years to enable us to look ahead with confidence. From a versatile, highly qualified and diverse Board of Directors to a streamlined but focused team of staff, we continue to embrace the principles of safeguarding, good governance, equality, inclusion and financial stability to ensure the next chapter in the Association's illustrious history is protected and enhanced in the years ahead.

NFA Vision – We want every stakeholder in the County game to "Feel Good About Football"

NFA Values – We Care, we are Visible, we are Inclusive, we are Fair & Transparent, and we "Make a Positive Difference"

NFA Mission – We will connect with our community to Protect, Promote and Progress the game



STRATEGIC GOALS

Our strategic goals can be summarised into 3 areas - **protect**, **promote** and **progress**

By June 2025 Northamptonshire FA will:

- Be fully compliant with FA Safeguarding Standards
- Be fully compliant with FA Code of Governance
- Be financially secure, adopting all FA Finance Standards
- Have attained as a minimum, the Equality Standard for Sport Preliminary Level
- Have a diverse and inclusive offer for any players new to the game
- Have the health and welfare of its staff, volunteers and stakeholders at the very heart of its work
- Provide a 'game for life' for everyone who plays football in the county
- Ensure all players, coaches and referees have the opportunity to fulfil their individual potential
- Be visible to the wider community, with our work and ambitions clearly understood by all stakeholders
- Attain and exceed all FA Key Performance Indicators
- Put fun back into the game for all stakeholders across the County following many years of discontent and mistrust



THE OPPORTUNITY & ROLE PURPOSE

THE OPPORTUNITY

Northants FA are inviting applications to join the Board of Directors, presenting Safeguarding. Following a recent review of our Articles of Association, we are now seeking a member to join our Board as an independent Member, leading on Safeguarding and helping us drive forward our vision and ambitions. We are looking for individuals who have a passion for making a difference in people's lives through football.

REMUNERATION AND EXPENSES

Reasonable expenses will be paid for County FA related business, in line with our expenses policy. Travel and accommodation to FA events where the FA has agreed to reimburse the County FA will be paid in line with the expenses policy.

LOCATION

The role is remote with attendance in-person at the County Office in Northampton (NN3 6WL) for board meetings monthly.

ESTIMATED TIME COMMITMENT

The role requires attendance at monthly board meetings and working groups as required. It is anticipated that the role will need a commitment of approximately 10 hours a month. This will also include monthly meetings with the Head of Safeguarding and Compliance.

The successful candidate will have access to CPD, two pieces of which are required to be completed every year to maintain knowledge and trends in safeguarding, along with FA-required training to fulfil the role.



THE ROLE

ROLE PURPOSE

- To ensure the County Football Association maintains its governance and standards in safeguarding, to achieve the best outcomes for children and adults at risk.
- To ensure the Board acts in accordance with legislation, statutory guidance and The FA's Safeguarding Policies and Procedures and any associated guidance including continually demonstrating that the County FA meets The FA's Safeguarding 365 Standard for County FAs.
- To be an active Board member championing a culture that has the best interests of children and young people (under the age of 18) and adults at risk in mind in all decisions that are made.
- To recognise and champion that all children and young people in football and all adults at risk are entitled to the same protection regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity.
- To recognise in exceptional circumstances when/where there is a need for the Board to seek external professional safeguarding guidance

RESPONSIBILITIES

- To ensure the County FA always acts in keeping with legislation, statutory guidance and The FA's Safeguarding Policies and Procedures and The FA's Safeguarding 365 Standard for County FAs;
- To ensure the County FA safeguarding responsibilities and accountabilities are embedded in the County FA Strategy, Business Plan, Budget, Risk Register and Operational Plan;
- To ensure the County FA enables and provides relevant safeguarding training for the Board, staff, volunteers and committee and council members;
- To ensure all staff role profiles have safeguarding responsibilities embedded in them;
- To ensure the Board receives and scrutinises information on progress against key areas of work, including the independent assessment reports, risks and challenges;
- To ensure all volunteers are aware of and comply with The FA's Safeguarding 365 Standard for County FAs' requirements;
- To check and challenge to ensure that the interests of children and young people are paramount in all County FA activities and the best interests of adults at risk are given due consideration;
- To use the whistle-blowing policy if any concerns are not fully addressed by the County FA or the Board.

<u>ENHANCED DBS REQUIRED</u>	YES
<u>CHECK REQUIRED ON COMPANIES HOUSE DISQUALIFIED DIRECTORS' REGISTER</u>	YES
<u>CLEAN, FULL DRIVING LICENCE</u>	PREFERABLE



WHAT WE'RE LOOKING FOR

QUALIFICATIONS AND EXPERIENCE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • Solid understanding of Safeguarding legislation, policies and procedures. • Previous Board or Committee experience. 	<ul style="list-style-type: none"> • Professional qualification demonstrating a high level of education • Safeguarding Qualification or CPD • The FA Safeguarding qualifications • Experience with Safeguarding associated with an Governing Body

SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • A child-centred belief system and behaviours; • Experience of demonstrable and effective governance – and overseeing a strategic approach; • Experience of working in safeguarding or child protection; • Experience of working in adult safeguarding; • Knowledge and understanding of grassroots or other voluntary activity; • Awareness and understanding of The FA's Safeguarding Policy and Procedures and the Safeguarding Operating Standard for County FAs; • Ability to listen effectively; • Ability to ask probing questions; • Communication skills; • Presentation skills; • Experience of problem-solving; • Basic IT skills, including Word and email. 	<ul style="list-style-type: none"> • Football club or officiating experience; • Experience of organisational assessments, audits or inspections; • Experience of being a member of committees or Boards.

KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> • A sound understanding of the volunteer/ professional relationship and how this can best work to support the work of the association. • An understanding of and a commitment to equality in action. • Interest in grassroots sport and knowledge and understanding of not-for-profit organisations. 	<ul style="list-style-type: none"> • An understanding of The FA Grassroots Football Strategy and how this affects the work of the County Football Associations.

THE ROLE HOLDER WILL BE EXPECTED TO UNDERSTAND AND WORK IN ACCORDANCE WITH THE VALUES AND BEHAVIOURS DESCRIBED BELOW:

NFA VALUES	BEHAVIOURS
WE CARE	<p>Demonstrates empathy for the football community:</p> <ul style="list-style-type: none"> • Protecting the interests of all participants • Promote positive behaviours • Progress every aspect of the game to the benefit of all
WE ARE VISIBLE	<p>Champions all that is good about football:</p> <ul style="list-style-type: none"> • Demonstrates the values of the Association • Avoids pre-judgement when listening to suggestions from others • Seizes the opportunity to apply FA standards at all times
WE ARE INCLUSIVE	<p>Ensures that football is, and will remain, a game for everyone:</p> <ul style="list-style-type: none"> • Openly collaborates with colleagues and partners in the game • Provides equal opportunity to people of different backgrounds, experience and perspective • Seeks out and embraces new ways of thinking and working.
WE ARE FAIR AND TRANSPARENT	<p>Serving the whole game and doing the right thing:</p> <ul style="list-style-type: none"> • Avoids bias and subjectivity • Retains the values of sportsmanship and follows rules and standards • Provides good judgement and reasoning for all decisions
WE MAKE A POSITIVE DIFFERENCE	<p>The very best outcome achieved by sustained excellence in performance:</p> <ul style="list-style-type: none"> • Seeks to achieve the highest levels of performance at all times • Persistent to achieve a standard that others consider impossible • Challenges others to go further and achieve more



HOW TO APPLY

Applications should consist of a full curriculum vitae detailing career and achievements, as well as a cover letter addressing the applicant's suitability for the role description and person specifications.

Board Safeguarding Champion Application Form - [Click here to access the form.](#)

Applications should be completed via the online application. If you need the application form in a different format for accessibility, please let Northants FA know.

For an informal discussion about the opportunity, please contact Rosie Brown - rosie.brown@northamptonshirefa.com / 07535 640452

The closing date is 17:00 GMT on Friday 1st March 2024.

We are an equal opportunity employer and positively encourage applications from suitably qualified and eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion and belief.

Protecting your personal data is of the utmost importance to Northants FA, and we take this responsibility very seriously. Any information obtained by us or our trading divisions is held and processed in accordance with the relevant data protection legislation. The data you provide us with are securely stored on our computerised database and transferred to our clients for the purposes of presenting you as a candidate and/or considering your suitability for a role you have registered interest in.



NORTHANTS FOOTBALL

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