



United Kingdom Armed Forces Football
Chair: Brigadier Leigh Drummond MBE



UKAFF Deputy Chair
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Reference: UKAFF/Vacancies/23/001

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INVITATION TO APPLY FOR THE POSITION OF DEPUTY CHAIR TO THE UNITED KINGDOM ARMED FORCES FOOTBALL (UKAFF)

1. UKAFF is the pinnacle of military football. UKAFF has the following aims:
 - a. To promote the image and improve the standard of UK Armed Forces football.
 - b. To provide Service Personnel from all 3 Services with the opportunity to play together at a highest possible level within Defence.
 - c. To provide Service Personnel from all 3 Services with the opportunity to coach and referee at the highest possible level within a Defence.
 - d. To win the Kentish Cup (men) and the Presidents Cup (women) and to maintain a fixture calendar of high quality international fixtures.
 - e. Provide the means to support Defence Engagement activity, where the opportunity and resource exists to do so.
 - f. Provide governance and oversight of the annual Inter-Service competitions.
2. In line with the UKAFF Constitution, applications for this voluntary position are sought from individuals interested in being appointed from 01 July '23¹. The successful applicant will be invited to shadow the current UKAFF Deputy Chair from the 1 Apr '23 before taking over after confirmation of appointment during the UKAFF AGM.
3. The Terms of Reference for this voluntary position can be seen at annex A. Applications should, in the first instance, be made to the UKAFF Deputy Chair (Lt Col Rob Swan, Rob.Swan@trade.gov.uk) by the 4th March 2022. Please note that you may be required to attend an interview.

Annex:

- A. Terms of Reference for UK Armed Forces Business Manager.

¹ Appointments to be confirmed at the UKAFF AGM in June '23.

UK ARMED FORCES FOOTBALL DEPUTY CHAIR - TERMS OF REFERENCE

UKAFF Objectives

1. The objectives of UKAFF are:
 - a. To promote the image and improve the standard of UK Armed Forces (Service) football.
 - b. To provide Service Personnel from all 3 Services with the opportunity to play together at a highest possible level within Defence.
 - c. To provide Service Personnel from all 3 Services with the opportunity to coach and referee at the highest possible level within a Defence.
 - d. To win the Kentish Cup (men) and the Presidents Cup (women) and to maintain a fixture calendar of high quality international fixtures.
 - e. Provide the means to support Defence Engagement activity, where the opportunity and resource exists to do so.
 - f. Provide governance and oversight of the annual Inter-Service competitions.

Terms of Reference

2. The UKAFF Deputy Chair:
 - a. To ensure that insurance policies are placed each year to cover assets and travel abroad which is not covered with UK Armed Forces Sports Board authority (i.e. cancellation and off duty times).
 - b. Be responsible for the filing and updating of the Kentish Cup rules. Any changes to be agreed with all other competing nations.
 - c. Be the main point of contact and act as a conduit to the Single Services secretaries on all UKAFF governance related football matters, Including tournament rules.
 - d. Lead with and act as the single point of contact for the annual UKAFF bid to UKSB for funding support.
 - e. Supported by the UKAFF Secretary, conduct an annual update and review of the UKAFF constitution, liaising with the Single Services Secretaries throughout.
 - f. Ensure the UKAFF committee meet at least twice during each season. Outline meeting dates are Jan and June of each year.
 - g. Deputise for UKAFF Chair as required.

Equal Opportunities Responsibilities

3. You are responsible for ensuring that your personal conduct and that of your staff is in strict accordance with the terms of the MoD Equal Opportunities Directive. In particular you are to ensure that:

- a. Your behaviour and personal conduct is exemplary and that you treat all your colleagues with fairness, decency and respect.
- b. Your staff reflect the example you set in sub-para a.
- c. The use of racist or sexist language or the use of inappropriate nicknames ceases.
- d. You foster an environment where personnel feel able to register a complaint.
- e. Any complaints are investigated swiftly and sensitively.

Health and Safety Responsibilities

- 4. Under the terms of the Health and Safety at Work Act 1974, you are responsible for taking reasonable care for the health and safety of yourself and others that may be affected by your acts or omissions. You are to comply with all published safety regulations and conditions.
- 5. You are responsible for the health and safety of all staff under your control, to ensure that appropriate Safety Management Plans are in place for all UKAFF fixtures and events.

Additional Responsibilities

- 6. Terms of Reference. You are to read and agree to these Terms of Reference which will be re-issued as and when required.
- 7. I hereby certify that I have read and understood my TORs and that I have received a signed copy for my retention.

Signature Name

Date

Brig L Drummond
 Chair
 UK Armed Forces Football

Signature
 Date