

# Swim England London Elected Board Member

## Type of Contract:

This is a voluntary role for a term appointment for 3 years which can be renewed

## Location:

Swim England London Region

## Who can Apply:

Anyone who is a member of a Club affiliated to Swim England London

## Brief Description:

The Board is responsible for the management of the Region's affairs and its long-term success including the oversight of the production and implementation of the Region's Plans, and the appointment of Committees, Discipline Groups and other working groups.

All members of the Swim England London Region are expected to carry out their role in accordance with the Swim England Laws and Code of Ethics, and the principles of good governance.

## Key Responsibilities:

- In collaboration with the Chair and fellow Board members and Regional Director establish the Vision and Strategy for Swim England London, monitor progress of the delivery of the Vision and Strategy annually and review the Region's core values at least every five years.
- In collaboration with the Chair, fellow Board members and staff, understand and deliver against the Vision and ensure each member of the Senior Management Team has clearly defined areas of responsibility.
- Use their skills and contacts to provide knowledge of and effective liaison with pool/leisure operators, Government and local government, or commerce.
- Use their skills to be a focus on the Board for media, public relations and organisation communications – with specific responsibility for IT and web based communications media.
- In collaboration with the Chair and fellow Board members, monitor and evaluate the work of the technical committees, together with any working groups established by the Board for a specific purpose, ensuring that they are achieving the key performance indicators, where appropriate on budget and on time as set out in the corporate and operational plans.
- In collaboration with the Chair and fellow Board members establish the financial policy of the Region and monitor and evaluate the budget and forecast, at least quarterly, to ensure the maintenance of a sound financial platform at all times.

- Where appropriate, undertake specific roles as shall be decided from time to time either by the Chair or fellow Board members on behalf of the Region.
- Attend the Region's events and meetings as appropriate Represent the Board on the committees and ensure that they comply with the constitution, policies.
- Maintain a current knowledge of the Board's activities, work of Swim England and the work of relevant technical committees, undertaking training where appropriate.
- Together with the Chair and fellow Board members, report to the membership annually.

## Job Criteria:

### Knowledge and Experience

- Has knowledge and understanding of the aquatic disciplines.
- Is passionate and enthusiastic about the aquatics disciplines and the development of the sport.
- Is aware of the issues surrounding sport, particularly in Greater London, and initiatives that are in place.
- Involvement in, and knowledge of Swim England London in a voluntary or professional capacity.

### Effective Relationships

- Builds effective relationships with key stakeholders, volunteers, and partners. Able to influence them and ensure all are committed to the common purpose.
- Listens actively to stakeholders, volunteers and partners, ensuring that their views are heard before a decision is reached.
- Further develops existing relationships with Swim England.
- Excellent verbal and written communication skills, and confident to put forward opinions constructively in a group situations and explain clearly, verbally and in writing, how a decision has been reached.
- Readily identify and capitalise on opportunities to share knowledge, information and learning and make progress by working with colleagues.

### Leadership

- Leadership skills coupled with the ability to develop a strong united team of employees and volunteers.
- Management experience and able to demonstrate competence in leading strategic planning and delivery
- Influencing and communication skills
- Previous experience of chairing committees/board of a voluntary organisation

### Delivery

- Take ownership of problems in their own area of responsibility.
- Financial awareness and a knowledge of corporate governance
- Solves problems creatively by identifying the problem, evaluating the alternatives and finding innovative solutions.
- Where necessary, ensure the Board receives external "expert" advice.
- Set and achieve challenging goals and monitor quality.