



Chair Recruitment Pack

Introduction

We are seeking an independent Non-Executive Director (NED) to lead the Jersey Sport Board as Chair. The successful candidate will have NED responsibilities to Jersey Sport. In addition, the Chair is responsible for leading the Board and managing its overall performance including reporting and governance.

As Chair, you must have a passion for developing sport and physical activity and a strong track record in your business field.

The successful candidate will work with all relevant stakeholders across the Government of Jersey, the island's sporting community and public health to deliver sport and physical activity programmes and interventions. In addition they will be responsible for the line management and performance of Jersey Sport's Chief Executive.

The Jersey Sport Chair and Directors are volunteers and are non-remunerated.

About Jersey Sport

Jersey Sport is a grant funded Government arms-length body with charitable status and is the lead organisation for sports development and physical activity in Jersey.

Jersey Sport has a Partnership Agreement with the Government of Jersey (GOJ) to deliver a range of sport and physical activity programmes participate in sport and active living. Jersey Sport receives an annual grant through this agreement.

As our primary stakeholder, the organisation must maintain a good working relationship with the relevant Ministers and Officers.

The remit of Jersey Sport extends across several GOJ Departments, with Health, Children, Young and Environment, and Public Health being key touch points.

Jersey Sport's 2024 and 2025 priorities include

- Supporting and developing volunteer sports clubs and associations.
- Implementing a comprehensive fundraising strategy to support the mission and purpose of Jersey Sport further, particularly raising funds to support the voluntary sports sector.
- Completing the redefinition of Jersey Sport's remit in the wake of the government-led Sports Review, published in November 2023
- Promoting this redefined remit across the island to increase islanders' understanding of what Jersey Sport delivers
- Continuing to build positive and proactive relationships across all relevant departments and stakeholder groups.
- Undertaking a resource planning review to ensure the organisation has the most effective and efficient Board and Operations structure to successfully deliver the Partnership Agreement.



Board Composition and Purpose

Purpose

The role of the Board is to oversee the stewardship, accountability and leadership of the organisation providing clear sighted counsel on the strategic direction and alignment to its mission, values and purpose.

Specifically, the Board is responsible for the following:

- Ensuring effective organisational planning and governance.
- Being familiar with and adhering to the Organisation's Memorandum of Understanding and Articles of Association.
- Ensuring effective financial control and budget development.
- Ensuring maintenance of a sound system of risk management.
- Ensuring sound management of the Organisation's Health and Safety Policy.
- Monitoring and enhancing the Organisation's HR policies by supporting and championing the creation of an environment where people work in the knowledge they are treated and rewarded fairly.
- Undertaking a formal and rigorous annual review of the Chief Executive Officer and senior management roles.
- Setting and maintaining high standards that meet or exceed the various Regulatory Requirements and Partnership Agreements, including, but not limited to, Government of Jersey Partnership Agreement and Charities Commission.
- Monitoring the organisation's products, services and programmes.
- Monitor, measure and enhance the organisation's public image and partner/ stakeholder relationships.
- Appointing and monitoring various sub-committees and /or working groups as necessary, approving their terms of reference and reviewing annually.
- Serving as a Court of Appeal where the due process requires it.

Sub Committees

Jersey Sport operates three sub-committees of the Board, the purpose of which is to support both the Board's work and the Executive.

The sub-committees are Chaired by Directors and regularly update the Board. They provide detailed reviews of key strategic aspects of the organisation and make recommendations to the Board.

The sub-committees are as follows;

Audit and Risk
Grants Advisory
People

In addition to the sub-committees, the Charitable Working Party is also chaired by a Director. This party drives and supports the fundraising strategy.



Our Strategic Plan

Mission:

To inspire, lead, and enable positive well-being for all through lifelong engagement in sport and physical activity.

Our Values:

We are passionate We are united We are inclusive We are courageous We are high performing

Our Strategic Purposes:

Jersey Sport's remit is focused on the delivery of four primary purpose statements. Everything we do, can be directly correlated to these;

- Increase participation in sport and physical activity.
- Reduce inequalities – namely for women and girls, lower socio-economic communities, and those with one or more disabilities.
- Focus on inactive islanders, increasing physical activity levels to become “fairly active” (30 minutes or more of physical activity per week)’.
- Build a safe, sustainable, and inclusive sporting community.

We will measure impact against each one, however, to achieve them will require a high-level population wide shift in culture and behaviours, and we must be clear at the outset that influencing contextual and environmental factors will not be solely within our ability to control.

Our Charitable Purposes:

- The advancement of health.
- The advancement of public participation in sport.

Independent Review of Sport and Physical Activity

As part of their Ministerial Plan the Assistant Minister for Sport commissioned an independent review of sport and physical activity, published in November 2023. The review has led to 21 recommendations for the Government and Jersey Sport to consider.

The independent report reviewed sport and physical activity policy, strategy and delivery, and the roles played by the Government of Jersey and arm's length body Jersey Sport.

The review will provide the new Chair an excellent opportunity to understand the current landscape, build on success, and address areas of concern. Building a positive, collaborative partnership with GOJ will be key to implementing the recommendations.

The review concludes that Jersey Sport is the vehicle to deliver sport and physical activity in Jersey and sets out a way forward to ensure capacity within Jersey Sport is reviewed and aligned to allow more support for the voluntary sports sector.

The current GOJ Strategy for sport and physical activity is the Inspiring an Active Jersey Strategy. This will be reviewed as part of the recommendation of the Sports Review.

Role Description

Leadership

- Steer Jersey Sport's strategic leadership, developing and managing Jersey Sport as a high-performing organisation.
- Lead Jersey Sport's Board meetings including setting the agenda; managing the meeting to deliver the reviews and decisions required in the time allocated.

Advocacy and partnerships

- Work alongside the CEO to cement positive and proactive relationships across relevant GOJ departments and other stakeholder groups.
- Advocate for sport and physical activity, consulting on and influencing Government policy and plans ensuring the benefits of sport and physical activity is understood and always part of the policy conversation.
- Work alongside the CEO to ensure all strategic partnerships are positive relationships complying with agreements and builds a strong network of partners.

Strategic and governance

- Work alongside the CEO to develop and implement the Strategic Plan including all aspects of Sports and Active living delivery and an effective fundraising strategy.
- Ensure executive and Board reporting is in place to enable effective Board review and input as well as rigorous governance and compliance.
- Ensure the Jersey Sport Board and executive has an open and transparent approach to organisational issue escalation and whistleblowing including staff feedback loops beyond the Executive.
- Develop the annual business case and the Annual Report alongside the CEO.
- Advise and support the Board on strategic matters relating to sport and active living.

Financial Management

- Oversee effective strategic financial planning and management.
- Ensure detailed financial governance and processes are in place and adhered to.

Human Resources

- Ensure appropriate leadership and management behaviours are exhibited by the Jersey Sport Executive.
- Work alongside the CEO to create a vibrant, supportive culture that rewards performance and innovation.
- Ensure Jersey Sport is an excellent employer supporting the team's development.

Skills and Experience

- Extensive Board Director experience, preferably with experience in chairing Boards, developing and delivering a complex agenda.
- A demonstrable record of successful leadership of an organisation and the ability to represent it effectively.
- Experience of charities and fundraising is advantageous. An impeccable track record within industry, generally and ideally within Jersey.
- A strong understanding of and passion for sport and physical activity and the benefits it delivers.
- Political acumen dealing with local governmental and regulatory bodies. Understanding the Jersey political landscape and the role of arm's length bodies is advantageous.
- Excellent presentation, interpersonal and communication skills with demonstrable experience in effectively communicating with audiences small and large.
- Strong financial acumen and experience working with large budgets plus the ability to critically review strategic plans, budgets and expenses.

Person Specification

- A strong personal presence with evident leadership skills, commanding the respect of a wide range of stakeholders. Decisive, clear thinking and consistent.
- The resilience and integrity to reach well-balanced judgements, in an impartial, objective and transparent manner.
- Financial acumen, comfortable reviewing and challenging detailed financial information.
- Honesty, probity and integrity.
- Politically astute and aware.
- A high level of analytical ability combined with an ability to take a wide view of business matters, including understanding the practical impact and implementation of decisions.
- A thorough understanding of, and commitment to, the public interest.
- Able to convey relevant experience and stature to the local community.
- Ability to give 2 days per month towards Jersey Sport

The Selection Process

Closing Date for Applications - Monday 16 September 2024 at 17:00

Shortlisting - w/c Monday 16 September

Shortlisted Candidates - Informal meeting with CEO w/c Monday 23 September 2024

Scheduled Interview Date - Wednesday 25 September 2024

Candidates must be available for interview on island and any changes to this schedule will be provided as soon as possible.

Candidates are asked to email their CV to Faye Scott, Business Support Manager faye.scott@jerseysport.je with a covering letter detailing

- reasons for applying for the role
- how their experience and capability will add to the Jersey Sport Board and Executive
- the specific challenges this role might bring and how they would overcome them

The successful candidate will be required to reside in Jersey.

Supporting Information

Please find below some key documents that will support the preparation of your application and interview if shortlisted.

