**Cornwall Football Association Limited**

**Role Description for an Independent Non Executive Director of Cornwall Football Association Limited**

Collectively, the Board of Directors of Cornwall Football Association Limited are required to direct the business affairs of the Association. Determining the vision and strategy and the plans, policies and financial investment required to achieve the Associations’ aims. As such, individually and collectively, the Directors are accountable to the membership. Non-Executive Directors are appointed by the Council for a term of 3 years, but this may be extended by approval from Council. The post requires a commitment to attend Board meetings as and when required, usually monthly. Meetings are normally held at the County Office in Bodmin.

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| The role of a Director includes the following responsibilities:* To serve as a Director of the Company and to actively participate in its strategic management
* To execute the responsibilities of a Company Director in accordance with the Companies Act (2006) and other relevant legislation
* To safeguard the interests of the Membership and stakeholders of the Association
* To Establish clear objectives to deliver the agreed strategy and business plan and regularly review performance against those objectives
* To ensure the effective implementation of Board decisions by the CEO and staff, holding the Chief Executive to account for the effective management and delivery of the Association’s strategic aims and objectives
* To set challenging objectives for continuously improved performance
* To oversee the management of risk to the Association, including matters of Health and Safety
* To develop and maintain an effective corporate governance structure
* To monitor the financial affairs of the Association through reports provided by the Finance Director and to ensure the effective use of financial and other resources
* To contribute to constructive debate on all Board matters
* To promote equality of opportunity throughout the Association
* To fully participate in Board induction, training or development and performance monitoring
* To perform other responsibilities as assigned by the Board
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| In order to perform the role, a Director will need the following skills, knowledge and experience.The following skills, knowledge and experience are required for all Directors of the Association:* 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
* 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
* Knowledge, understanding and interest in grassroots sport, particularly football, and other related activities
* Access to and ability to use email and the internet

Cornwall FA is committed to achieving equality and fairness in employment and service delivery. We welcome applications from all sections of the community.**As this role involves direct access to young persons under the age of eighteen, within the context of the job or any subsequently related activities or responsibilities, the successful candidate will be required to attend a Safeguarding Children workshop and undergo a screening process, which will include a Disclosure Barring Service check to ensure their suitability for the role.** |