



Amateur FA



Strategy 2021-2024  
Forward into Season  
2022-23

Together in Alliance

# RECRUITMENT PACK

NON-EXECUTIVE DIRECTOR  
BOARD SAFEGUARDING CHAMPION



Dear Applicant,

The Amateur FA (“AFA”) is looking to appoint an Independent Member to join the main Board as the Board Safeguarding Champion.

The AFA is committed to making the game of football as safe and enjoyable as possible for all those included. The AFA works closely with The FA, the game’s Governing Body to ensure that safety standards are met.

The AFA is committed to robust corporate governance and ensuring our board of directors best represents our many clubs and members. We are committed to diversity of both skills and experiences and as such are now seeking to appoint an independent non-executive to our main board of directors. This appointment is in line with the Sport England and UK Sport’s Code for Sports Governance, Tier 3.

The successful applicant will be an active Board member championing the safeguarding of children, young people, and adults at risk in all AFA activities.

The Board Champion will work closely with the Designated Safeguarding Officer and the Senior Safeguarding Lead to ensure that the AFA always acts in keeping with legislation, statutory guidance and The FA’s Safeguarding Operating Standard.

The Board Safeguarding Champion will attend Board meetings (approximately 6 per year) and will provide information on progress against key areas of work, including risks and challenges.

A role profile is attached to this application form which provides further details and information. The Board Safeguarding Champion will lead four quarterly Strategic Safeguarding Group meetings with the executive safeguarding team and help establish a Safeguarding and Welfare Advisory Group.

This role is a voluntary role, however reasonable travel and out of pocket expenses will be met by the AFA.

If you have experience of safeguarding or child protection and you feel that you can fulfil this role, please provide an up to date CV and a covering letter explaining why you wish to apply for this role and how you meet the criteria by Monday 27<sup>th</sup> March.

Details of where you should send your application to can be found below. We look forward to receiving your application.

Kind regards,

Robert Hanison

Chair

Amateur FA

## Who we Are

The Amateur FA is unique among Associations affiliated to the Football Association.

We provide and support football wholly outside the football pyramid for players who play for the joy of playing, for building last lasting friendships and for playing in clubs inclusive of all levels of ability.

The Amateur FA was formed in 1907, when the Football Association required all county associations to admit professional clubs. Its aim was, as the decline of amateurism at the highest levels of football set in, to protect and preserve the original amateur spirit. We continue to work in alliance with many clubs and competitions to preserve the amateur spirit to this day, and beyond.

We have always prided ourselves on the skill and competitiveness of its leagues, and on our traditions of fair play and respect for opponents and match officials.

Three current Amateur FA clubs are former FA Cup winners: Old Etonians and Old Carthusians, who currently play in the Arthurian League, and Clapham Rovers. Past members of the AFA include Ipswich Town, Barnet, Cambridge City, the Casuals and the Corinthians. Sir Stanley Rous, who was president of FIFA, was also the president of the Amateur FA.

## Our Vision

**A football environment based on fun, fair-play, and friendship for all abilities.**

From the origins of the Amateur FA, we believe football should be played on a level playing field.

Many of our clubs are multi-teamed. Regardless of your skill level you will find a home in one of our clubs. We organise our cup competitions based on similar levels of ability. We believe football should be accessible, fun, fair and safe.

## Our Mission

**To provide everyone in England the opportunity to enjoy the spirit of amateur football, both competitively and for recreation.**

We want to bring all abilities together through football.

We want to create friendships and happy memories from football experiences.

We want to bring the enjoyable experience of football in the Amateur FA to more people.

We want to use the power of Amateur FA football to improve the health (physical and mental) and wellbeing of as many people as possible.

## Our Values



We do what we say we'll do



We treat everyone with respect



We work together among us and with you

## **Amateur FA Strategic Plan 2021- 24 Strategy Summary**

### **Governance - *To improve the way we run the business, govern the amateur game, and get the most out of our volunteers***

- i. We are committed to delivering the FA Code of Governance
- ii. We will strengthen the alliance between our staff and volunteers
- iii. We will ensure our Board and Council volunteers understand their role in our organization
- iv. We will meet all 11 Financial Operating Standards

### **Member Experience - *To improve the experience of our member clubs, teams, competitions, volunteers, and match officials***

- i. We will develop the benefits of membership to the Amateur FA
- ii. We will listen to what our members want from amateur football
- iii. We will widen our offering in competitive, recreational, walking football and futsal

### **Financial Growth - *To provide a strong stream of commercial income to supplement the increase in our grant from the FA***

- i. We will implement a Commercial Strategy
- ii. We will deliver 20% of our income through commercial partners
- iii. We generate the best return from our 7-year growth in grant from the Football Association.

### **Health and Wellbeing - *To use the power of football to improve the physical and mental health of our players, referees, staff, and volunteers***

- i. We will provide support and assistance for the health and wellbeing for everyone in the Amateur FA.
- ii. We will recruit and develop a Health & Wellbeing Board Champion, and one for Match Officials Mental Health Champion.
- iii. We will ensure our staff can operate in the healthiest environment.

### **Equality - *To champion and deliver diversity, equality, and inclusion in amateur football***

- i. We will always hold the Equality Standard in Sport.
- ii. We will create and implement an action plan for improving equality & diversity across the Amateur FA.
- iii. We will strengthen the alliance with our Youth and Inclusion Advisory Groups.

### **Match Officials - *To increase the number and improve the quality of Match Officials, aligned with our culture***

- i. We will increase the number of match officials in our competitions and registered with the Amateur FA
- ii. We will deliver our Referee Strategy
- iii. We will develop the Quality, Culture and Coverage of Match Officials in the Amateur FA

### **A National Alliance - *To gradually increase our natural footprint to eventually cover the whole of England***

- i. We will form more alliances with amateur competitions across the country
- ii. We will support the development of more alumni football clubs
- iii. We will develop the re-birth of the FA Amateur Cup for more clubs to enjoy the spirit of amateur football

### **Safeguarding - *To continue to improve our safeguarding to support the transition from youth to adult football***

- i. We will grow on the success of delivering the FA Safeguarding Operating Standards
- ii. We will strengthen safeguarding in open age football
- iii. We will be ready to affiliate our clubs made up of Adult and Youth football to support the transition from youth to adult football

Download the strategy [here](#).

## Role Description

Amateur FA is looking to appoint one Non-Executive Director who will act as the Board Safeguarding Champion. We are looking for an individual with skills and experience in safeguarding with adults, children, or both, who has a desire to support grassroots football and a safe environment across Amateur FA football.

We are looking for an ambassador for the organisation and act as custodians of the highest standards of integrity and governance. With the development of a new strategy and recent Board review, the Board is constituted of up to 14 members (due to reduce to 12). The Board is led currently by a Chair, supported by a Vice-Chair, CEO, Council appointed Directors and space for four Independent Directors.

## Role purpose

To ensure Amateur FA (AFA) maintains the embedding of Safeguarding principles and continues to meet the requirements of The FA's Safeguarding Operating Standard.

To ensure the Board acts in accordance with legislation, statutory guidance and the AFA and The FA's Policy and Procedures and any associated guidance including the achievement and retention of the Safeguarding Operating Standard.

To be an active Board member championing the safeguarding of children, young people (under the age of 18) and adults at risk in all AFA activities.

To recognise and champion that all children and young people in football are entitled to the same protection regardless of age, disability, gender, racial heritage, religious belief, sexual orientation, or identity.



**Role:** Non-Executive Director

**Reports to:** Chair of Amateur FA Board of Directors

**Term:** up to three years

**Time Commitment:** Six Board meetings per year. Quarterly Strategic Safeguarding Group meetings. Sub-committee meetings. Liaison with Designated Safeguarding Officer.

**Voluntary:** (Business expenses included)

### **Responsibilities**

- 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 Amateur 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, young people, and adults at risk 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 ensure the Amateur FA safeguarding responsibilities and accountabilities are embedded in the Amateur FA Strategy, Business Plan, Budget, Risk Register and Operational Plan.
- To ensure the Amateur FA enables and provides relevant safeguarding training for the Board, staff, volunteers and committee and council members.
- To ensure that Young People have a voice in the game, their comments are considered by the Board and are kept aware of outcomes (you said, we did)
- 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, young people and adults at risk are paramount in all Amateur 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 Amateur FA or the Board.
- To serve as a Director of the Association and to actively participate in its strategic management.
- To safeguard the assets of the business along with the interests of the Membership and stakeholders of the Amateur FA.
- Ongoing involvement in the planning and delivery of the Amateur FA Strategy.
- To ensure the effective implementation of Board decisions by the Chief Executive and the staff, providing a supportive role in helping achieve the strategic aims and objectives of the Association.
- To jointly oversee the management of risk to the Association.
- To develop and maintain an effective corporate governance structure.
- To monitor the financial affairs of the Association and ensure the effective use of Amateur FA finances.

## Person Specification

### Skills and Personal Attributes

- Experience of working in an adult or child safeguarding and/or protection.
- Awareness and understanding of The FA's Safeguarding Policy and Procedures and The FA's Safeguarding 365 Standard for County FA's.
- Ability to contribute to the strategic thinking and direction of the Association.
- Possess or show willingness to have an understanding of grassroots football.
- Financial and budgetary awareness.
- Analytical and rationale thinking.
- Positive attitude and highly self-motivated with ability to motivate others.
- Evidence of emotional intelligence and self-awareness.
- A strong commitment to promoting and embedding diversity and inclusion at all levels.
- To promote equality of opportunity and a football for all ethos in a safe sporting environment.
- To represent the Association to partners and stakeholders of the Association in a professional manner.
- To act with discretion in respect of sensitive, confidential, or commercial information provided to you in this role.

### How to Apply

Applications should consist of a full curriculum vitae detailing career and achievements, as well as a covering letter addressing the role description and person specifications.

Applications should be uploaded via People HR. Click [here](#) to apply.

The closing date is **Monday 27<sup>th</sup> March 2023**.

*The Amateur Football Alliance is an equal opportunity employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, ethnicity, disability, age, sexual orientation, gender identity, religion, and belief.*

