

Role Description

Job Title:	Member of the Inclusion Advisory Group (IAG)
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Role Purpose:

- To support and contribute towards an effective and cohesive Inclusion Advisory Group
- To contribute towards increasing participation/representation of underrepresented groups within football across Bedfordshire
- Promote all aspects of Equality, Diversity and Inclusion within football across Bedfordshire

Role Accountabilities:

Meetings

- Attend 75% of IAG meetings (held quarterly)
- Contribute and support within meetings to enable effective discussions
- Undertake specific responsibilities that are required to the successful workings of the IAG

Organisation

- Liaise with relevant Staff/Board/Council members around specific agendas, projects, and initiatives
- To attend additional Bedfordshire FA Meetings as and when required and when reasonable

Events and Visibility

- Run 1 or 2 interventions/events/programmes that focus on promoting inclusion and increasing participation/representation.
- Ensure a sustainable strategy from events to help create a meaningful participation for the future
- Provide a presence of the IAG through attending relevant events and highlighting the IAG

Strategy & Vision

- To ensure IAG work in alignment with the Bedfordshire FA to support the attainment of FA and internal KPI's
- Support the Bedfordshire FA with work that aims to promote Equality, Diversity and Inclusion

Advise & Support

- Consult and Advise the Bedfordshire FA on arising matters that concern Equality, Diversity and Inclusion
- Support the Bedfordshire FA in embedding Equality, Diversity and inclusion processes and practices across the organisation



Essential	Desirable:
<ul style="list-style-type: none"> • Take a positive and enthusiastic approach to Equality, Diversity and Inclusion • Confident, clear and concise communicator • Have a working knowledge of the key Legislation and governance around inclusion and diversity • Demonstrate a good knowledge of barriers and challenges that communities/individuals may face to participation • Availability to meet and attend events outside of normal working hours • Create a working network with key staff and contacts within the Bedfordshire FA • Capacity to handle confidential information sensitively • Work effectively as part of a team, supporting other members where possible • Ability to represent the Bedfordshire FA in a professional manner 	<ul style="list-style-type: none"> • Previous experience of the sports/football industry • Currently be involved within grassroots football, either as a player, coach, referee or volunteer • Have an existing network within local community • Have knowledge of existing communities in the local area • Ability to review and analyse data to assist in making informed decisions • Ability to work strategically to engage underrepresented communities • Experience of promoting Equality, Diversity, and Inclusion in a professional setting

Safeguarding:	
<p>Bedfordshire Football Association Limited is committed to safeguarding and protecting children and young people (CYP) and Adults at Risk of Harm (AAR) in football.</p>	
<p>Inclusion Advisory Group members are expected to support the embedding of safeguarding into football. They have the responsibility to act and report concerns that they observe or are informed of.</p>	
<p>Any positions offered, will be subject to an FA Enhanced DBS check.</p>	
Enhanced DBS Check Required:	Yes