



## **Cornwall County Football Association Limited**

### **Independent Non-Executive Director (INED) to lead on Equality and Inclusion and Chair the Inclusion and Advisory Group (IAG)**

#### **The Role:**

We are looking for a passionate and innovative individual to sit on our Board of Directors and chair our Inclusion Advisory Group

The individual will help shape the organisation's direction of travel to ensure children, young people and adults of all backgrounds and communities can access high quality opportunities. The Director will lead the Inclusion Advisory Group to support our organisation in updating and delivering our Equality Action Plan and support projects across the organisation in helping to continue to achieve the Equality Standards for sport.

#### **About Cornwall FA:**

We are the not for profit governing body for football in Cornwall. We lead, govern, support, safeguard and deliver playing opportunities to all aspects of the game in the county.

#### **Cornwall FA Board**

The board is collectively responsible for the long-term success of the Association and exclusively empowered to lead it. Matters reserved to the Board include:

- Approval of the Association's strategy
- Approval of the long-term financial plan and annual budget.
- Monitoring delivery of the strategic plan and objectives.
- Periodic review of the financial plan and performance against annual budget.
- Ensuring legal and regulatory compliance as required.
- Periodic review of major risks.
- Discussion of, and engagement with, stakeholder proposals and concerns; and
- A process to identify areas where the Board may be assisted by further education and training.

#### **Inclusion Advisory Group (IAG)**

- The IAG acts as the check and balance to Cornwall FA's equality, diversity and inclusion work and comprises of a minimum of six members and a Chair with collective knowledge and experience of specific aspects of equality, diversity and inclusion such as race; gender equality; disability equality; mental health; lesbian, gay, bisexual and transgender and faith communities.

- The Inclusion Advisory Group usually meet quarterly and is an independent Group that provides advice to the main CFA Board. The IAG reports into CFA Board.

**INED Role purpose:**

- 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 contribute to constructive debate on all Board matters.
- To promote equality of opportunity throughout the Association.
- To participate in Board induction, training or development and performance monitoring.
- To perform other responsibilities as assigned by the Board.

**IAG Chair Role Purpose:**

- Chairing the Inclusion Advisory Group.
- Challenge and support the organisation in terms of our commitment to Equality, Diversity and Inclusion.
- Supporting in delivering the equality objectives and ensuring they are embedded across the organisation.
- Promote a culture of respect for inclusion and champion inclusion and equality issues across football.
- Lead the development of an Equality Action Plan for the organisation.
- Support with Equality Impact Assessments.
- Advise on funding opportunities to support any specific equality projects.
- Promote and highlight good practise from Governing Bodies and other sports/organisations.
- Undertake such other duties as Cornwall FA Board may direct from time to time.

<b>Knowledge</b>	
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• To have knowledge of the key legislation aspects of equality, diversity and inclusion and to be able to promote inclusion and diversity as part of the group</li> <li>▪ A sound understanding of the volunteer/professional relationship and how this can best work to support the work of the Association.</li> <li>▪ An understanding of and a commitment to equality in action.</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Some knowledge about grass roots football and County Football Associations.</li> </ul>

<b>Skills</b>	
<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• To be able to identify key issues and trends that may help to promote the game through equality, diversity and inclusion interventions.</li> <li>• Some experience of working with diverse groups and individuals who have different ethnicity and cultural backgrounds</li> <li>• To be able to successfully network with key staff and contacts within the County FA and the area in which the County FA operates</li> <li>• Decision-making skills. The appropriate use of knowledge and experience to make informed decisions to the benefit of the organisation.</li> <li>• The ability to debate, discuss and challenge in a constructive manner.</li> <li>• Excellent interpersonal skills. The ability to form strong, productive relationships both internally and externally to the benefit of the Association.</li> </ul> <p>Access to and ability to use, email and the internet.</p>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Have some knowledge of existing equality groups in the local area</li> <li>• Ability to review and analyse data to assist in making informed decisions</li> <li>• Ability to engage with under represented communities</li> <li>• Good presentation skills</li> </ul>

### **Time Commitment**

There are usually 9 Board meetings per year, on a weekday at the County Office, Kernow House, 15 Callywith Gate, Launceston Road, Bodmin PL31 2RQ. The timing is fixed to ensure all members can be present.

IAG meetings - commitment to meet 4 times per year

### **How to apply:**

Complete the application form and submit to the Chief Executive Officer, Dawn Aberdeen via email: [dawn.aberdeen@cornwallfa.com](mailto:dawn.aberdeen@cornwallfa.com) It is essential that applicants clearly demonstrate their ability to meet the requirements of the role, explaining how their knowledge, experience and skills will assist them.

We would appreciate if you could complete the Equality & Diversity Monitoring form with your application. Completion of this form is entirely optional however it does on a generalised level provide the Association with the opportunity to track the breadth and depth of the applications from different parts of the community.

Cornwall FA is committed to equality of opportunity. We would welcome applications from all aspects of the community.

**The interview process:**

The closing date for receipt of applications will be Monday 7<sup>th</sup> June at 9am.

Applications will be shortlisted, and we will invite selected candidates for interview.

Interviews will take place week commencing 14<sup>th</sup> June 2021

Appointment will be for a term of three years, after which applicants are eligible for reappointment for a maximum of two further terms, a total of 9 years.

If you have any queries regarding the role , please contact Dawn Aberdeen, CEO by email:  
[dawn.aberdeen@cornwallfa.com](mailto:dawn.aberdeen@cornwallfa.com)