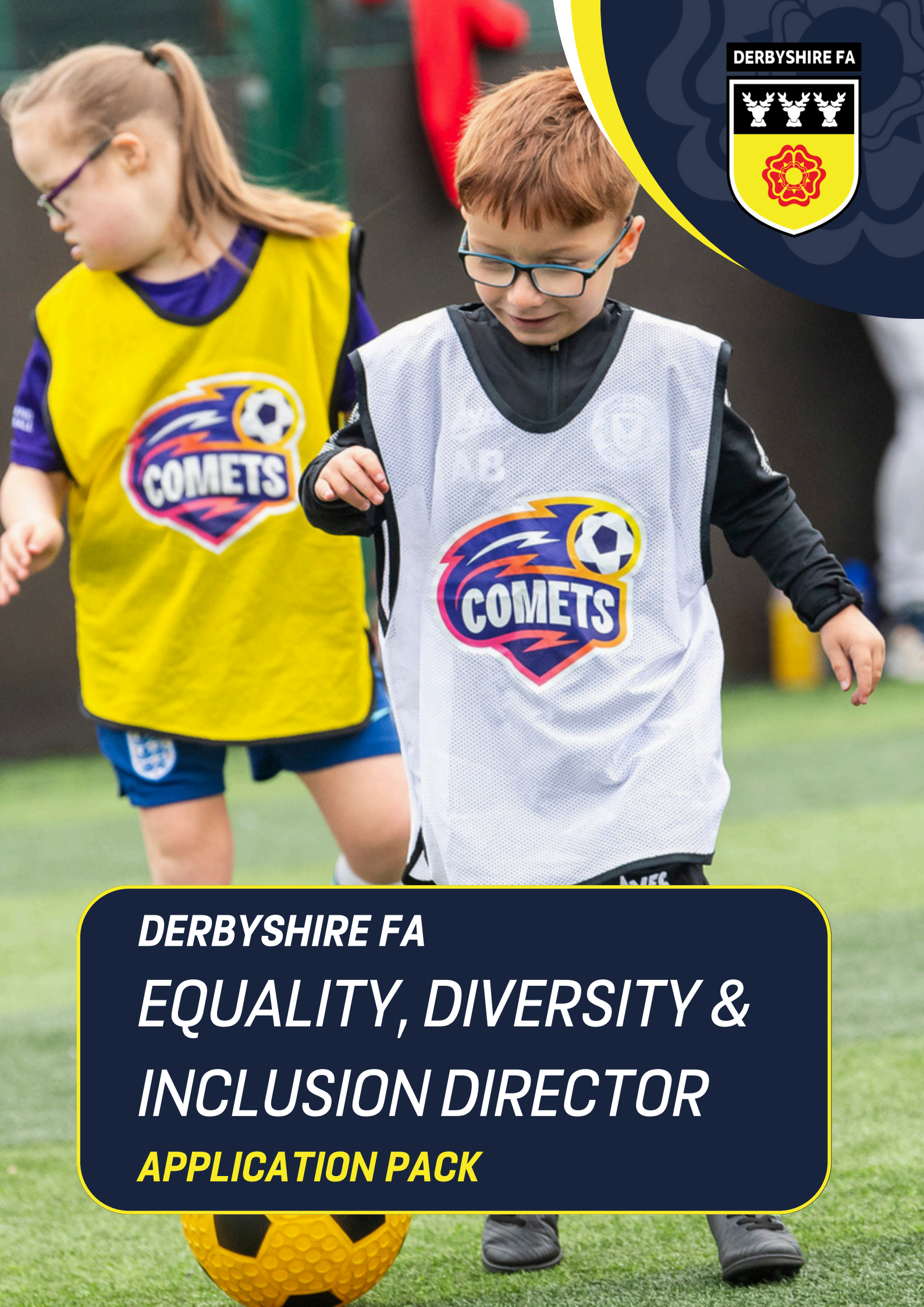


DERBYSHIRE FA



***DERBYSHIRE FA
EQUALITY, DIVERSITY &
INCLUSION DIRECTOR
APPLICATION PACK***



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1. THE ROLE

Derbyshire County FA are inviting applications to join the Board of Directors as a Non-Executive Equality, Diversity & Inclusion Director and Chair of the Strategic Inclusion Advisory Group. We are looking for individuals with skills and experience in equality, diversity & inclusion who have a passion for developing grassroots football in Derbyshire.

The SIAG acts as the check and balance to DCFA's wider operational plans, work programmes and strategy. The successful candidate for this role will be instrumental in helping the County become a more inclusive organisation.

Volunteering as a Board Director

This is a voluntary role in which you will be expected to attend bi-monthly Board meetings and to collaborate with Board Directors and other stakeholders in the strategic development of the organisation. You will support with the recruitment of the Strategic Inclusion Advisory Group members and chair a minimum of 4 meetings each year as well as the associated communications and group engagements.

What can we offer?

- An exciting opportunity to be part of a forward-thinking progressing business.
- To work with key stakeholders within grassroots and the professional game.
- Access and commitment to personal development and training opportunities.





2. ABOUT DERBYSHIRE FA

Derbyshire County FA is the governing body for football in Derbyshire. We are responsible for leading, serving and developing the game at grassroots level.

We are on a mission to support and connect with the footballing community in Derbyshire, providing a safe and inclusive environment for all.

We pride ourselves on the following values:

INNOVATION

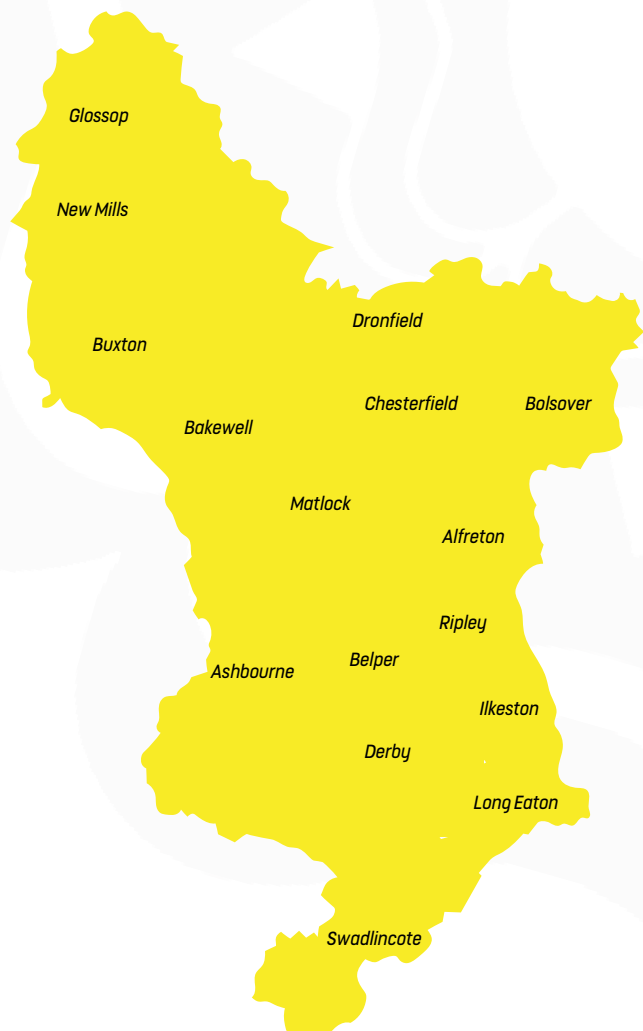
Adopting new technologies and digital platforms for training and communication, encouraging creativity to our community.

INSPIRATION

Showcasing success stories, celebrating local talent and leading by example with teamwork, perseverance, and fair play.

INCLUSION

Implementing programs that ensure underrepresented groups can participate in all areas of football.





3. ROLE DESCRIPTION

Role Title	Equality, Diversity & Inclusion Director
Reports to	Chair of Derbyshire FA Board of Directors
Location	Derbyshire FA, 8 & 9 Stadium Business Court, Millennium Way, Derby, DE24 8HP
Salary	Voluntary (Expenses included)
Term	Three-year term from appointment, after which applicants are eligible for reappointment

DERBYSHIRE COUNTY FA BOARD

The Board of the Association serves as the ultimate decision-making body and holds all the powers of the Association. It is responsible for establishing the Association's strategy while ensuring a clear distinction between its management and oversight responsibilities and the role of the Chief Executive Officer.

STRATEGIC INCLUSION ADVISORY GROUP (SIAG)

The Role of the DCFA Strategic Inclusion Advisory Group

- Provide support and advice on the County Plan and the likely impact it may have on under-represented communities within the County FA, • e.g. diverse ethnic communities, women and girls, people with impairments, LGBTQ+, faith communities and people of all ages.
- Advise on specific interventions to increase participation by the whole community to address gaps in provision and grow the game.
- Foster good relationships with the local community, so that football can be used to create positive sporting opportunities
- Bring diverse people together and increase participation for all.
- Monitor and review the impact of the County FA's work in relation to equality through the County plans and working towards achieving the next level of the Equality Standard.
- The group will meet on a quarterly basis .

ROLE PURPOSE

- To lead and support an effective, constructive and cohesive Strategic Inclusion Advisory Group.
- To assist the SIAG Members and all Derbyshire County FA staff to plan, lead and develop a strategic vision for inclusion in football within the County.
- To report and feedback effectively on the delivery of Inclusion to Derbyshire County FA Board and Council.

RESPONSIBILITIES

Governance

- Represent the SIAG on the Derbyshire County FA Board and Council.
- Attend any national or regional FA inclusion events (where possible and relevant).
- Attend Derbyshire County FA Meetings as and when required.



Agendas, Papers/Packs & Presentation

- Support the recruitment of and inspire the very best and talented SIAG team possible.
- Ensure the performance of the SIAG is measured and accountable where possible.
- Prepare the Agenda for SIAG meetings.
- Work closely with the DCFA CEO and Safeguarding and Equality Manager to ensure resources are effectively prioritised for inclusion and that inclusion is embedded across all Derbyshire County FA work and staff.
- Ensure that SIAG action points are documented and actioned.

Strategy & Vision

- Support work around maintaining the current and/or progressing to the next level of the Equality Standard for Sport, including the creation of a robust Equality Action Plan to sit alongside, compliment and be part of Derbyshire County FAs wider operations plan.
- Liaise with staff members and the SIAG Working Group to ensure SIAG work supports the attainment of FA and Internal KPIs.

KNOWLEDGE & EXPERIENCE REQUIRED

ESSENTIAL

- Have a working knowledge of the key legislation around inclusion and diversity.
- Promote inclusion and diversity as part of a group.
- Identify key issues and trends that may help to promote the game through inclusion and diversity interventions.
- Ability to meet and work outside of normal working hours.
- Successfully network with key staff and contacts within the Association and the areas in which the Association operates.
- Be able to plan, drive and Chair meetings.
- Ability to communicate effectively and confidently, both in written form and verbally.
- Positive attitude to the requirements of the role.
- Capacity to handle confidential information sensitively.
- Work as part of a team.

DESIRABLE

- A degree of experience of the sports/football industry.
- Have existing positive contacts within the sports/football industry and the wider community.
- Have existing contacts within local community groups.
- Have knowledge of existing equality groups in the local area.
- Ability to review and analyse data to assist in making informed decisions
- Ability to work strategically to engage under represented communities.
- Experience of strategy planning/consultation.
- Good presentation skills.

Check Companies House Disqualified Directors Register?

YES



Role Profile agreed by the Board of Derbyshire FA and signed on behalf of the Board by the Chairperson:	Name	Signature
	Frank McArdle	F. McArdle
Date Role Profile agreed by the Board:	4 August 2025	

4. HOW TO APPLY

- To apply for the role, please fill out the [Application Form](#) by clicking on the link.
- Complete the [Equality & Monitoring Form](#). Please note that completing this form is entirely voluntary.

5. SELECTION PROCESS

- The closing date is Friday 12th September.
- Shortlisted applicants will be contacted by Friday 19th September to arrange a mutually convenient interview time.
- Interviews will be held on Friday 26th September.
- If required, second interviews may be held in order to determine the most suitable candidate for the role.
- If you have any queries or questions regarding the role, please contact Frank McArdle, Derbyshire FA Chair. Email frankmcardle@hotmail.com for an informal conversation.





**DERBYSHIRE COUNTY
FOOTBALL ASSOCIATION**