



DERBYSHIRE COUNTY FA

EQUALITY DIRECTOR

APPLICATION PACKAGE





Derbyshire County FA Non-Executive Equality 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 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.

2. Volunteering as a Board Director

This is a volunteer 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.

3. Role Description

Role Title	Non-Executive Equality Director
Reports to	Chair of Derbyshire County FA Board of Directors
Location	Derbyshire County FA offices, 8 & 9 Stadium Business Court, Millennium Way, Pride Park, 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 is the ultimate decision-making body and accordingly exercise all the powers of the Association. The Board is responsible for setting the strategy of the Association and maintaining and demonstrating a clear division between the Board's management and oversight role and 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 and Presentations

- 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.

Person Specification

Skills and Knowledge

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

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



<ul style="list-style-type: none"> • 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 • Ability to work in a professional manner as a representative of the Association 	
Check Companies House Disqualified Directors Register?	YES

The Role Holder will be expected to understand and work in accordance with The FA values and behaviours described below.

FA Value	Behaviours
PROGRESSIVE	Embraces new thinking in pursuit of continuous improvement <ul style="list-style-type: none"> • Identifies the need for, and actions change in direction, practice, policy or procedure • Questions the way things are done and takes informed risks • Continuously seeks to improve efficiency and performance
RESPECTFUL	Sets the standards for respectful behaviour across the game <ul style="list-style-type: none"> • Maintains people's self-esteem when interacting with them • Avoids pre-judgement when listening to suggestions from others • Seizes the opportunity to apply FA standards at all times
INCLUSIVE	Champions and ensures that football is, and will remain, a game for everyone <ul style="list-style-type: none"> • Openly collaborates with colleagues and partners in the game • Provides equal opportunity to people of different backgrounds, experience and perspective • Seeks out and embraces new ways of thinking and working



DETERMINED	Tenacious and accountable. Serving the whole game and doing the right thing <ul style="list-style-type: none">• Works relentlessly to overcome roadblocks or obstacles to achieve the goal• Remains focused on seeing agreed goals through to completion taking pride in their work• Maintains motivation for their team and themselves
EXCELLENT	The very best outcome achieved by sustained excellence in performance <ul style="list-style-type: none">• Seeks to achieve the highest levels of performance at all times• Can be persistent to achieve a standard that others consider impossible• Challenges others to go further and achieve more

Role Profile agreed by the Board of Derbyshire County FA Board and signed on behalf of the Board by the Chairperson:	Name	Signature
	Frank McArdle	F. McArdle
Date Role Profile agreed by the Board:	12 March 2021	

4. How to apply

- Complete the [Application Form](#) no later than **12pm Friday 16th April 2021**. Please note that no applications will be accepted after this time.
- Complete the [Equality and Diversity Monitoring Form](#) Please note that completing this form is entirely voluntary.

5. Selection Process

- Shortlisted applicants will be contacted by 27th April 2021 to arrange a mutually convenient interview time.
- Interviews will be held on Monday 10th May 2021 and Tuesday 11 May 2021
- 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 Ricky Stevenson, Chief Executive Officer, Email: ricky.stevenson@derbyshirefa.com for informal conversation.



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