



DERBYSHIRE FA

STRATEGIC INCLUSION ADVISORY GROUP

APPLICATION PACKAGE





DERBYSHIRE FA

Strategic Inclusion Advisory Group Application Pack

Contents

1. The Role
2. Volunteering as a Strategic Inclusion Advisory Group (SIAG) member
3. Role Description
4. How to apply
5. Selection Process

1. The Role

Derbyshire County FA are looking for committed and passionate individuals to join our Strategic Inclusion Advisory Group (SIAG) and support our aim to increase participation in grassroots football and make it inclusive For All.

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

2. Volunteering as a Strategic Inclusion Advisory Group member

These are volunteer roles in which you will be expected to attend quarterly SIAG meetings

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 | Strategic Inclusion Advisory Group Member |
| Reports to | Non-Executive Equality Director / Chair of SIAG |
| 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 |

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

Responsibilities

Governance

- Represent the Derbyshire County FA as a SIAG member, as appropriate
- Attend any national or regional FA inclusion events (where possible and relevant).
- Attend Derbyshire County FA SIAG 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.
- Contribute to the Agenda for SIAG meetings.
- Work with the SIAG members to ensure resources are effectively prioritised for inclusion and that inclusion is embedded across all Derbyshire County FA work and staff.
- To undertake any necessary training in line with FA regulations
- 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 FA's wider operations plan.
- Liaise with staff members 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 the 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
- 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

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 underrepresented communities
- Experience of strategy planning/consultation
- Good presentation skills

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

| DCFA Values | Behaviours |
|-------------|---|
| Accountable | Taking responsibility for everything we do |
| Adaptable | Responsive to changing the needs of our community |
| Collective | Working together, for the better of football |
| Innovative | Exciting ways to do new things |

| | | |
|--|----------------------------|-----------|
| 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: | 21 st July 2021 | |

4. How to apply

- Complete the [Application Form](#) no later than **12pm Tuesday 31st August 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 **12pm Wednesday 8th September 2021** to arrange a mutually convenient interview time.
- Interviews will be held on **Wednesday 22nd, Thursday 23rd and Friday 24th September 2021**
- If required, second interviews may be held to determine the most suitable candidates for the role.

The Strategic Inclusion Advisory Group meets quarterly at the Derbyshire County FA Offices, 8 & 9 Stadium Business Court, Millennium Way, Pride Park, Derby. DE24 8HP

If you would like to be considered for the Strategic Inclusion Advisory Group, please complete the online application form as detailed in the application pack.

If you have any queries or questions regarding the role, please contact Jenny Blewitt, Safeguarding and Equality Manager, or Leoni Waghorn, non-executive director and SIAG chair, via Email: jenny.blewitt@derbyshirefa.com for informal conversation.

Applications close at **12pm on Tuesday 31st August 2021**.