



Kent FA Equality Advisory Group Independent Member – Role Profile

Role Title	Independent Member of the Equality Advisory Group
Reports to	Chair of the Equality Advisory Group

Role Purpose	
<ul style="list-style-type: none">• To advise on equality, diversity and inclusion matters as part of an effective, constructive and cohesive Equality Advisory Group, bringing a diverse perspective to Kent FA.• To assist with the advancement of equality of opportunity amongst all Kent footballing communities, acting as an ambassador for equality, diversity and inclusion within Kent football.• To help Kent FA with the identification of key equality issues as well as support the identification and implementation of solutions.	
Direct Reports	N/A

Location	Meetings held at Kent FA Offices (Invicta House, Cobdown Park, London Road, Ditton, nr Aylesford, Kent, ME20 6DQ or via Microsoft teams. Occasional travel to Kent FA events around the county may also be required.
Estimated time commitment to fulfil the role	2 to 3 hours a month.
Remuneration or Expenses	County FA Expenses will be paid in line with the current Expense Policy of Kent FA. Travel and accommodation to FA events where The FA has agreed to reimburse County FA Expenses will be paid in line with the current County FA Expense Policy issued by The FA.

Responsibilities	
<ul style="list-style-type: none">• Ensure the needs of ethnic minorities and emerging communities in Kent football are met.• Support Kent FA staff in embedding equality and diversity within their everyday work and long-term work programmes.• Share and bring examples of good practice to the Equality Advisory Group.• Support the identification, management and mitigation of any organisational risks associated with equality and diversity.• Support the delivery of equality and diversity related workshops, programmes and national campaigns.• Help to improve understanding of the differing effects that policies and practices have on various communities in Kent.• Maintain strict confidentiality and discretion on all matters discussed.• Assess and advise on equality impacts arising out of strategic planning,• 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 Kent FAs wider operations plan.• Support the work of Kent FA staff in the attainment of FA and internal KPIs relating to equality, diversity and inclusion.	



Person Specification

Skills and Knowledge

Essential

- Promote inclusion and diversity as part of a group
- Work across a broad spectrum of ethnic and cultural backgrounds
- 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
- 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
- Have some knowledge and understanding of current equality, diversity and Inclusion legislation.

Desirable

- A degree of experience of the sports/football industry
- 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
- Ability to successfully network with key staff and contacts within the Association and the areas in which the Association operates

Enhanced DBS Check required?	YES
Check Companies House Disqualified Directors Register?	YES
Clean full driving licence?	YES



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

FA Value	Behaviours
INNOVATIVE	Embraces new and creative thinking in pursuit of continuous improvement: <ul style="list-style-type: none">• Identifies new and different ways to overcome problems, thinking creatively to develop solutions.• Continuously seeks to improve efficiency and performance.
SUPPORTIVE	Fosters a supportive culture: <ul style="list-style-type: none">• Maintains people's self-esteem when interacting with them.• Avoids pre-judgement when listening to suggestions from others.• Always seizes the opportunity to apply FA standards.
INCLUSIVE	Champions and ensures that football is, and will remain, a game for <i>everyone</i>: <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.
REFLECTIVE	Ensures that the whole game is represented across the business: <ul style="list-style-type: none">• Remains focused on ensuring that all stakeholders are fully represented and all known obstacles to inclusion are challenged and tackled.
EXCELLENT	The very best outcome achieved by sustained excellence in performance: <ul style="list-style-type: none">• Always seeks to achieve the highest levels of performance.• Persistent to achieve a standard that others consider impossible.• Challenges others to go further and achieve more.