

Trustee Role Profile

Role Title	Board Trustee
Reports to	Chair of the Board of Trustees

Role Purpose	
Collectively, the Board of Trustees of the Royal Air Force Football Association Ltd are required to direct the business affairs of the Association and to determine the vision and strategy, plans, policies and financial investment required to achieve the Association's aims. As such, individually and collectively, the Trustees are accountable to the Membership.	
Direct Reports	None

Location	Home based with occasional travel to locations throughout England.
Estimated time commitment to fulfil the role	The time commitment should be only a few hours a month, as needed. There will be a minimum of 3 meetings of the Board a year, these are usually held during the working day. Some additional email or telephone contact may be necessary as well as occasional meetings with the Chair.
Remuneration and Expenses	<p>This is a volunteer role. Any relevant expenses will be paid in line with the current Royal Air Force FA Expenses Policy.</p> <p>Travel and accommodation to any 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.</p>

Responsibilities

- Serve as a Trustee of the Charity and to actively participate in its strategic management.
- Execute the responsibilities of a Company Director in accordance with the Companies Act (2006) and other relevant legislation.
- Safeguard the interests of the Membership and stakeholders of the Association.
- Establish clear objectives to deliver the agreed strategy and business plan and regularly review performance against those objectives.
- Ensure the effective implementation of Board decisions by the Chairman and staff, holding the Chairman to account for the effective management and delivery of the Association's strategic aims and objectives.
- Set challenging objectives for continuously improved performance.
- Oversee the management of risk to the Association, including Safeguarding and Health and Safety matters
- Develop and maintain an effective corporate governance structure.
- Monitor the financial affairs of the Association through reports provided by the Finance Director and to ensure the effective use of financial and other resources.
- Contribute to constructive debate on all Board matters.
- Promote equality of opportunity throughout the Association.
- Fully participate in Board induction, training or development and performance monitoring.
- Perform other responsibilities as assigned by the Board.

Person Specification

Qualifications

No specific academic qualifications are required for this role.

Skills

The appropriate use of knowledge and experience to make informed decisions to the benefit of the organisation.

The ability to debate, discuss and challenge in a constructive manner.

The ability to form strong productive relationships both internally and externally to the benefit of the Association.

Access to, and ability to use, email and the internet.

Knowledge	
<p>An understanding of and a commitment to equality and diversity</p> <p>Knowledge, understanding and interest in grassroots football and related activities.</p>	
Enhanced DBS Check required?	Yes
Check Companies House Disqualified Directors Register?	Yes
Clean full driving licence?	No

Role Profile approved by the Board of the Royal Air Force FA	Name and Role	Signature	Date
	Air Cdre Rich Pratley Chairman		