



## Independent Director (Safeguarding Champion) Role Profile

<b>Role Title</b>	Independent Director (Safeguarding Champion)
<b>Reports to</b>	Chair of the Board of Directors

<b>Role Purpose</b>
<ul style="list-style-type: none"><li>• Collectively, the Board of Directors of Staffordshire 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 Directors are accountable to the Membership.</li><li>• To ensure Staffordshire County Football Association Limited maintains its governance, operations and standards in safeguarding, to achieve the best outcomes for children and adults at risk.</li><li>• To ensure the Board acts in accordance with legislation, statutory guidance and The FA's Safeguarding Policies and Procedures and any associated guidance including continually demonstrating that the County FA meets The FA Safeguarding Operating Standard.</li><li>• To be an active Board member championing the safeguarding of children and young people (under the age of 18) in all County FA activities and adults at risk.</li><li>• To recognise and champion that all children and young people in football and all adults at risk are entitled to the same protection regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity.</li></ul>

<b>Location</b>	Meetings will be held at Dyson Court or by Video Link
<b>Estimated time commitment to fulfil the role</b>	The post requires a commitment to attend at least eight Board meetings a year. Meetings are normally held on a Thursday evening at Dyson Court or via Microsoft teams video link and normally last in the region of two hours.
<b>Remuneration or Expenses</b>	County FA Expenses will be paid in line with the current Expense Policy of the Staffordshire Football Association. Travel and accommodation to FA events where The FA has agreed to reimburse Staffordshire FA Expenses will be paid in line with the current Staffordshire FA Expense Policy issued by The FA.

## Key Responsibilities

- o Serve as a Director of the Company and to actively participate in its strategic management.
- o Execute the responsibilities of a Company Director in accordance with the Companies Act (2006) and other relevant legislation.
- o Safeguard the interests of the Membership and stakeholders of the Association.
- o Ensure that the Association acts at all times in keeping with legislation, statutory guidance and the FA's Safeguarding guidance
- o Contribute to constructive debate on all Board matters.
- o Promote equality of opportunity throughout the Association.
- o To ensure the County FA safeguarding responsibilities and accountabilities are embedded in the County FA Strategy, Business Plan, Budget, Risk Register and Operational Plan;
- o To ensure the County FA enables and provides relevant safeguarding training for the Board, staff, volunteers and committee and council members;
- o To ensure all staff role profiles have safeguarding responsibilities embedded in them;
- o To ensure the Board receives and scrutinises information on progress against key areas of work, including the independent assessment reports, risks and challenges;
- o To ensure all volunteers are aware of and comply with The FA's Safeguarding Operating Standard requirements;
- o To check and challenge to ensure that the interests of children and young people are paramount in all County FA activities and the best interests of adults at risk are given due consideration;
- o To use the whistle-blowing policy if any concerns are not fully addressed by the County FA or the Board.

## Person Specification

### Qualifications

#### Essential

- o An enhanced FA DBS Check
- o The FA Safeguarding Children Workshop
- o The FA Welfare Officers Workshop

#### Desirable

- o The Managing Safeguarding in your County FA
- o The FA guide to Safeguarding Adults

### Skills

#### Essential

- o A child-centred belief system and behaviours;
- o Experience of demonstrable and effective governance – and overseeing a strategic approach;
- o Experience of working in safeguarding or child protection;
- o Experience of working in adultsafeguarding;
- o Knowledge and understanding of grassroots or other voluntary activity;
- o Awareness and understanding of The FA's Safeguarding Policy and Procedures and the Safeguarding Operating Standard for County FAs;
- o Knowledge and understanding of the Safeguarding Requirements for the Association.
- o Strategic leadership and management skills.
- o Decision-making skills. The appropriate use of knowledge and experience to make informed decisions to the benefit of the organisation.
- o The ability to debate, discuss and challenge in a constructive manner.
- o Excellent interpersonal skills including rapport-building, active-listening and incisive questioning.
- o The ability to form productive relationships both internally and externally and strategic partnerships for the benefit of the Association.
- o Excellent IT skills including the ability to use current financial software applications.

#### Desirable

- o A sound understanding of the volunteer/ professional relationship and how this can best work to support the work of the Association.
- o Football Club or Officiating Experience
- o Experience of organisational assessments, audits or inspections
- o Experience of being a member of committees or boards
- o Knowledge of the Articles of Association and their application.
- o Up to date and thorough knowledge of Grassroots Football and the role of the Association in its governance.
- o Knowledge of the County FA Governance Code.
- o Previous experience

### Knowledge

<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>o A sound understanding of the volunteer/ professional relationship and how this can best work to support the work of the Association</li> <li>o An understanding of and a commitment to equality in action</li> <li>o Knowledge, understanding and interest in grassroots sport, particularly football, and other related activities</li> </ul>	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>o Knowledge and understanding of grassroots football and related activities.</li> <li>o Understanding of how to use Xero (training will be provided if necessary).</li> <li>o Knowledge of 'Financial Management: County FA Operating Guidance Manual' (latest version)</li> <li>o Knowledge of relevant legislation including employment, bribery and anti-corruption, modern slavery and whistleblowing.</li> <li>o An understanding of The FA National Game Strategy and how this affects the work of the County Football Associations.</li> </ul>
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**The Role Holder will be expected to understand and work in accordance with the values and behaviours described below**

**The values below are those of The Staffordshire FA;**

FA Value	Behaviours
<b>INSIGHTFUL</b>	Having or showing an accurate and deep understanding
<b>INNOVATIVE</b>	Introducing new ideas; original and creative in thinking
<b>INCLUSIVE</b>	Open and accessible to all
<b>INFLUENTIAL</b>	Having great influence on someone or something
<b>INSPIRATIONAL</b>	Providing or showing creative or spiritual inspiration