



Candidate Brief **Non- Executive Director**

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British Gymnastics is an equal opportunities employer and aims to provide a discrimination-free working environment for volunteers and staff. We are committed to an action plan and policy in line with the Equality Act 2010, which ensures that no applicant or employee receives less favourable treatment because of a protected characteristic.



1. An Overview

British Gymnastics is enjoying a period of success: participation is rising, membership is increasing and our medal winning British Teams have never been so prolific.

We exist to support, lead and inspire all those involved or interested in Gymnastics and provide a national direction and structure for the sport; delivering a range of opportunities across the age spectrum to take part and stay in gymnastics, as well as developing talent and delivering top-level success.

British Gymnastics disciplines include, Acrobatic Gymnastics, Aerobic Gymnastics, Men's Artistic Gymnastics, Rhythmic Gymnastics, Team Gym, Trampoline, Double Mini Tramp, Tumbling, and Women's Artistic Gymnastics.

Gymnastics for All (GFA) encompasses a wide range of recreational activities, competitions and festivals including Freestyle Gymnastics.

Breath-taking to watch and exciting to perform, gymnastics has something to offer everyone. Performance gymnasts demonstrate amazing skill, exceptional strength and great courage however Gymnastics is a sport that offers everyone a fun, social and exhilarating activity regardless of age.

2. About Us

British Gymnastics unifies the 4 Home Countries, the Isle of Man, 10 English Regions, over 1500 affiliated Gymnastics clubs, over 8,500 active coaches, over 390,000 participants and an incalculable number of dedicated volunteers across the UK.

The British Gymnastics strategic plan for the period 2017-2021 (Appendix 1) consists for 4 areas of focus.

- i. The demand for gymnastics participation is greater than can currently be met, leading to waiting lists. We know the 2 main bottle necks are too few coaches and spaces in which to participate. British Gymnastics is committed to alleviating these bottlenecks through key investment programmes.
- ii. British Gymnastics benefits from government funding to support high performance and participation initiatives. Of late both government agencies who manage funding to sport have indicated that this funding is likely to reduce in the next cycle. British Gymnastics is already seeking to reduce the dependency on this external funding by maximising current commercial revenue streams.
- iii. Talent pathways are crucial to sustain success at National and International level. British Gymnastics will advance, connect and effectively communicate the pathways to provide opportunities for talent to develop consistently.
- iv. British Gymnastics as a brand has a clear sense of history which affords credibility, however for key customer groups, such as our members, coaches,



and clubs, there is a lack of clarity about what value the organisation provides. We will work to identify and deliver a clear value proposition that is centred around delivering what our customers value.

British Gymnastics staff work across 3 Directorates to service our members: Sport, Corporate & Community Services and Strategy & Commercial Operations. The business units within these directorates are shown in Appendix 2.

The work of British Gymnastics includes:

- Supporting our Clubs and Partners who are vital to the delivery of gymnastics across the UK.
- Educating our Coaches and Judges to ensure a highly skilled workforce to support our clubs and partners and ensure the highest quality experience for our participants.
- Providing national competitions to support the competition and talent pathway leading to national and international success.
- Working with our clubs and partners to increase the spaces available for gymnastics through more facilities.
- Demonstrating a duty of care and providing a safe environment for our members in the clubs through stringent controls over health and safety, compliance and safeguarding.
- Promoting the sport through all mediums and social networks to engage fans of all ages.

3. British Gymnastics Board

The Board of Directors has the overall responsibility for the performance of British Gymnastics and focuses primarily on strategy, governance, finance and oversight of management and its operations.

The Board comprises of 12 directors, 8 of whom are Non-Executive Directors and 4 of whom are Executive Directors. Seven board sub committees assist in delivering the work of the Board (see Appendix 3).

The current Board has a diverse range of skills, experience and professional acumen which has overseen significant growth and success in the business.

For your reference, the BG Articles of Association, our last financial report and other key policies including Board sub-committee terms of reference can be found at: www.british-gymnastics.org/governance



4. Role and Responsibilities

Non-Executive Directors are required, as members of the Board, to take responsibility for four key areas:

Strategy

Non-Executive Directors should challenge and help develop proposals on strategy, set the British Gymnastics vision, values and standards and ensure that its obligations to British Gymnastics' membership are understood and met. Board Members should also set British Gymnastics strategic aims and ensure that the necessary human and financial resources are in place for British Gymnastics to meet its objectives.

Performance

Non-Executive Directors should scrutinise the performance of Executive Directors/Senior Management in meeting agreed goals and objectives and monitor the reporting of performance.

Risk

Non-Executive Directors should provide leadership of British Gymnastics within a framework of prudent and effective controls, which enable risk to be assessed and managed. Board Members should satisfy themselves on the integrity of financial information including ensuring the company accounts are presented as a true and fair reflection of its financial performance and that financial controls and systems of risk management are robust, defensible and monitored regularly and rigorously.

People

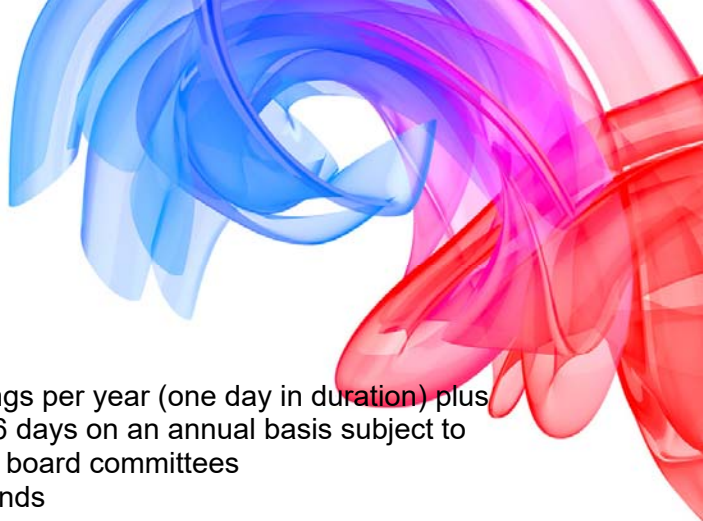
NEDs should be aware of the interests of all stakeholders and should have a prime role in the Board committees with the responsibility for appointing and reviewing the performance of the Executive Directors.

Specific Skills

British Gymnastics is looking for a Non-Executive Director who has wide-ranging experience and can see company and business issues from a broad perspective. Whilst not essential the ability to provide insight and specialist knowledge from an Athlete and/or from diverse communities and backgrounds would be desirable. What is also important is that you understand the value of diversity within the sport and particularly at board level and in the workplace.

Terms and Conditions:

Remuneration:	£250 per day whilst on Board duties
Term of Appointment:	A period of 4 years with the opportunity for this to be extended for a second 4-year term.



Time commitment: 4 Board meetings per year (one day in duration) plus an average of 6 days on an annual basis subject to membership of board committees

Location of meeting: Normally Midlands

5. Application and Selection Process

The application and selection process for an Independent NED is as follows: -

Where the Board needs to fill a particular skills gap or under representation, then the recruitment drive will focus on these areas, whilst ensuring that the recruitment process is open and fair to all potential applicants.

Applicants, once in receipt of this Information Pack, should complete an online application and upload their letter/personal statement, CV and completed Skills & Experience Audit form. Assistance can be provided to prospective applicants to assist them with this process. All those who apply for the vacancy will have an eligibility check to ensure that they meet the criteria necessary to be appointed to the Board.

All applicants who satisfy this requirement will be short-listed by the Nominations Committee, taking into account any skills gap or under-representation on the Board. All those who meet the eligibility criteria will be interviewed by a Selection Panel, who will determine which of the applicants have the skills and knowledge to fulfil the role. Successful candidates will be recommended for appointment by the Board at its next meeting.

6. How to Apply

To apply candidates should complete the following to upload with their online application:

- A covering letter highlighting your motivation for the position and relevant experience
- An up to date curriculum vitae
- The skills and experience audit form (see appendix 4)
- The online application questions

Closing date for applications is: 10th August 2018
Anticipated Interview date is: August/ September

7. Appendices 1-4

Appendix 1: British Gymnastics 2017-2021 Strategy
Appendix 2: Organisation structure
Appendix 3: Board of Directors structure
Appendix 4: Skills and Experience Audit form (separate document to download)



Strategic Framework 2017 - 2021

Vision

Gymnastics is a passion shared by millions

Mission

To create and inspire lasting success for gymnastics

Principles

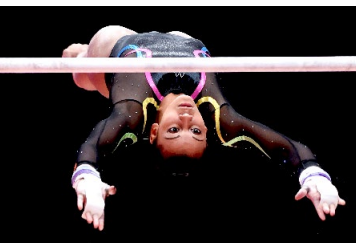
We will:

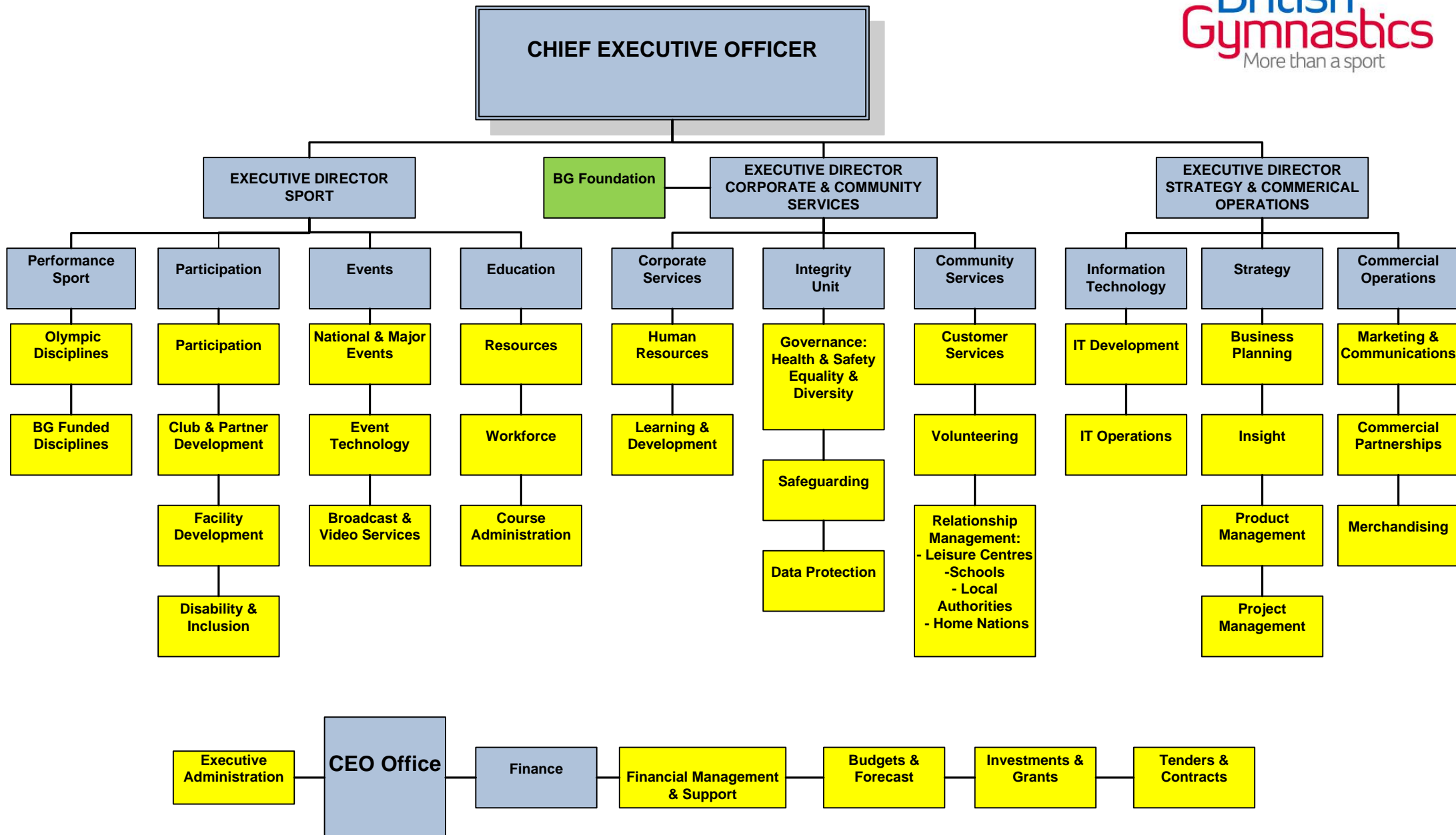
- 1** Promote a culture of integrity and equality: striving for the highest ethical and professional standards in all our endeavours
- 2** Be thoughtful and deliberate in our choices, seeking the evidence to inform decision making, to better meet the needs of our customers and stakeholders
- 3** Be innovative, breaking new ground to improve the quality of our products and services, whilst protecting our proud heritage

Strategic Priorities

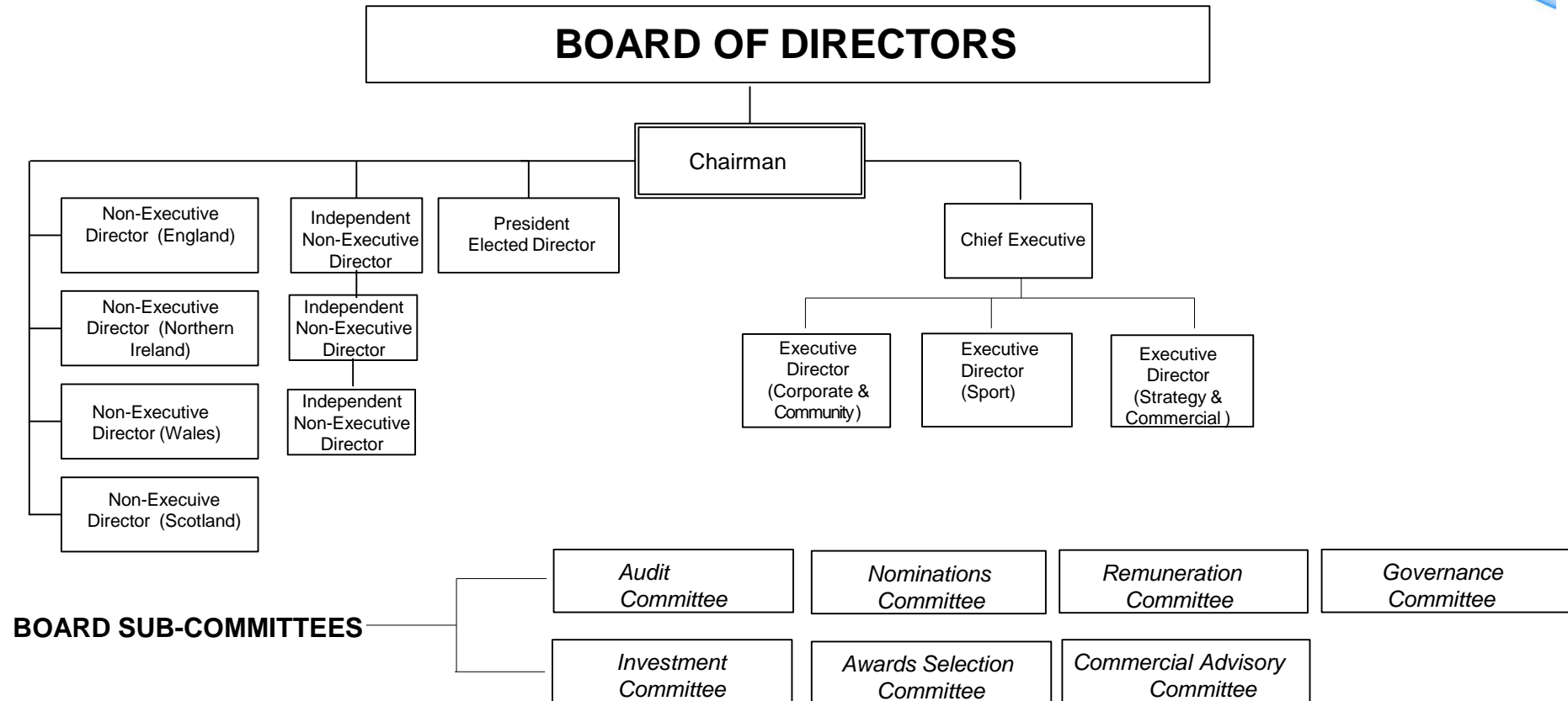
We will:

- Identify and then remove bottlenecks so that demand can be met, starting with addressing coaches and space limitations
- Reduce dependency on government funding by maximising current revenue streams
- Advance, connect and effectively communicate the pathways to provide opportunities for talent to develop consistently
- Articulate and deliver a clear brand proposition





BG Governance



Code of Good Governance, Constitution and Policies