

**Board Director – Bowls Wales**  
**Volunteer (Part Time) with Expenses**

Bowls Wales are the Coordinating Body for Bowls in Wales. We exist to deliver our vision of bowls as a 'lifetime sport for all' with our mission to ensure that we are an inclusive sport that enables everyone to start, stay and succeed at all levels of the sporting pathway, health and wellbeing. We have an exciting opportunity to change the future of our sport in Wales with a new governance and staffing structure to effectively manage, develop and grow our sport.

Bowls Wales are in the process of becoming a company limited by guarantee and are seeking to recruit up to 8 x Board Directors.

The board will meet a maximum of 12 times each year, on weekend or mid-week evenings, subject to jointly agreed availability and preference of newly appointed directors.

The board will have three sub committees; performance, development and communications. Board Directors with these portfolios and especially independent Directors are encouraged to join a sub-committee.

Directors can serve up a minimum of 2 up to a maximum of 6 consecutive years. It is anticipated that the time commitment is 1-2 days per month after the induction period, not including any training required in the first year of appointment.

Meetings are usually held at Sports Wales National Centre, Cardiff but arrangements can be made to use video link or reschedule to alternative locations on a rotational basis depending on location of successfully recruited individuals. Board Directors are requested to attend any Annual General Meeting, usually held in June. Board Directors may be asked to attend official events such as presentations, competitions and other relevant meetings. This is accepted to be on an 'as available' basis and is therefore not specified at a number of events/days.

Expenses will be paid in accordance with Bowls Wales expense policy.

**Main Purpose of Role**

To form, lead and influence the strategic direction of the organisation from 2017 and beyond

The duties of a Director are:

- To ensure that Bowls Wales complies with its Articles of Association, the member's agreement, company law and any other relevant legislation or regulations
- To ensure Bowls Wales pursues its objectives as defined in its Articles of Association
- To ensure Bowls Wales applies its resources exclusively in pursuance of its objectives, exercising appropriate and effective control of the organisation, satisfying themselves on the integrity of financial information and ensuring that financial controls and systems of risk management are robust and defensible

- To actively contribute to the role of the Board in giving firm strategic direction and leadership to the organisation, setting overall policy, defining goals and targets and evaluating performance against agreed targets
- Be committed to the value, vision and purpose of the organisation and its key stakeholders
- To safeguard the good name and values of Bowls Wales, ensuring effective and efficient administration and financial stability
- To protect and manage the property of Bowls Wales and to ensure proper investment of its funds
- To appoint employees of Bowls Wales and monitor their performance
- Support and evaluate the General Manager in their leadership of the business
- In addition to the above statutory duties, each Director should use their specific skills, knowledge or experience they have to help the Board reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance or any other role related to special expertise.

**All Bowls Wales Directors are expected to:**

- Bring valuable and relevant external experience to the Board
- Question intelligently, debate constructively, challenge rigorously and decide dispassionately
- Listen sensitively to the views of others, inside and outside the Board
- Gain trust and respect of other Board Directors
- Must not put themselves in a position where the interests of the Bowls Wales conflict with personal interests or duty to a third party.

	<i>Essential</i>	<i>Desirable</i>
<b>Key Competencies</b>		
A high level of objectivity and independent judgement	x	
A high level of integrity and probity	x	
Ability to act and think strategically	x	
An understanding of financial management		x
An ability to work in partnership	x	
A commitment to equality and equal opportunities	x	
Experience as Director of a company		x
Ability to communicate concisely and effectively	x	
An enthusiasm for the sport of Bowls		x
Be able to act reasonably and responsibly	x	
Be able to maintain confidentiality on sensitive and confidential information	x	
Be able to analyse information and challenge constructively	x	

As an evolving sport, with clear potential in Wales, Bowls Wales has identified skills and/or experience in one or more of the areas below would be invaluable to the new Board. We would be keen to hear from anyone interested in the role who has the skills that would be valuable to the Board environment:

- Performance – Coaching and/or Team Management at International level
- Development – Participation and grass roots sport
- HR and personnel development
- Commercial and Business Development
- Stakeholder Engagement and Management
- Marketing and Communications
- Governance

Bowls Wales is an equal opportunities organisation and welcomes diverse applications from all interested individuals.

**To apply for this role please send a full current CV and a covering letter outlining your area of expertise and the skills and contribution you could offer**

**Tel:** 07970 823106

**Email:** [secretary@welshbowlsfederation.org.uk](mailto:secretary@welshbowlsfederation.org.uk)

**Closing Date for Applications:** Tuesday 16<sup>th</sup> May 2017

**Interview Date:** Will be agreed on an individual basis