

NON-EXECUTIVE DIRECTOR: ROLE DESCRIPTIONS



NON-EXECUTIVE FINANCE & RISK DIRECTOR: ROLE DESCRIPTION

The London Football Association (LFA) is on a mission to help more people play football in London. We are seeking a senior Finance and Risk professional, with extensive experience advising on financial management and risk who can apply their expertise and provide governance expertise to the LFA Board.

Role overview

The Finance & Risk Director will contribute to the LFA Board, providing thought leadership in Finance & Risk, advising the Board on robust controls and applying good governance principles which helps to deliver against the key requirements:

- Act as leaders to promote, foster, develop and support the sport of football within London
- Create and evaluate the LFA's strategic direction, objectives, mission, plans & values
- Make sure that the financial resources & people are in place for the LFA to meet its objectives
- Provide effective controls which enable risks to be understood, assessed and managed
- Provide monitoring and evaluation of success through effective performance management
- Deliver obligations to its Association Members

The Finance & Risk Directors will need to allocate sufficient time to meet the expectations of the role, which is estimated at least hours each month. In addition to the Board, the Finance & Risk Director will be asked to lead and / or sit on standing committees This is a voluntary role.

Person specification

As a champion of governance, the Director will add value to the Board through expert thought leadership and practical application of robust finance & risk measures, making sure the LFA remains financially sustainable and legally compliant.



Expertise / qualifications	Experience
<ul style="list-style-type: none"> An accountant and experienced senior leader from a financial / risk management role where advising non-financial leaders is key to corporate success and sustainability 	<ul style="list-style-type: none"> A professional career at a senior level in finance and risk management
Knowledge	Skills
<ul style="list-style-type: none"> A depth of knowledge of accounting, reporting, risk management & corporate governance 	<ul style="list-style-type: none"> Able to provide practice advice and guidance to the Board on all finance and risk related matters

Finance & Risk Director characteristics

Working in partnership with other Board members, the Finance & Risk Director will contribute to the effective and efficient governance of the LFA. As well as providing overall strategic input and organisational leadership they will utilise their professional knowledge and expertise, advising the Board and staff team on best practice finance & risk approaches:

	Finance & Risk Directors characteristics
Strategic advisor	<ul style="list-style-type: none"> Act as a strategic adviser on all financial and risk matters
Active ambassador	<ul style="list-style-type: none"> Act as an ambassador for good governance with the Board, staff team, partners and key funders
Performance evaluator	<ul style="list-style-type: none"> Regularly review the financial performance of the organisation and provide reporting to the Board
Finance & Risk manager	<ul style="list-style-type: none"> Introduce and maintain robust financial and risk procedures
People leader	<ul style="list-style-type: none"> Add value to the staff team acting as a subject matter expert and mentor on finance & risk
Sports savvy	<ul style="list-style-type: none"> Whilst an interest in football is an advantage – previous experience working within sport is not a requirement

KEY CHARACTERISTICS: ALL BOARD MEMBERS

Board Characteristics		All Board Members
Strategic advisor		<ul style="list-style-type: none"> • Constructively check, challenge and support the development of the LFA's strategy • Support the development of plans and programmes that will deliver the strategy • Approve the annual operating and delivery plan
Active ambassador		<ul style="list-style-type: none"> • Be a positive ambassador for football in London, representing the LFA • Act as a positive voice for the work of the LFA with the media • Seek to expand public awareness of the work of the LFA
Performance evaluator		<ul style="list-style-type: none"> • Monitor organisational performance against plans • Review and evaluate organisational performance against agreed objectives • Make sure of efficient and effective corporate governance
Finance & Risk manager		<ul style="list-style-type: none"> • Demand robust measures to ensure integrity of finances • Ensure systems of risk management and controls are in place • Approve annual operating and capital expenditure budgets
People leader		<ul style="list-style-type: none"> • Determine and approve appropriate levels of resources to deliver the strategy • Advise on the appointment, management and remuneration for staff team • Use expertise, time and connections to support employees
Sports savvy		<ul style="list-style-type: none"> • Act in the best interests of football in London • Develop and maintain critical key relationships with the various sporting partners • Continually seek to improve the sporting experience for all



SKILLS, APPROACH AND BEHAVIOURS FRAMEWORK: ALL BOARD MEMBERS

	Values		Approach / behaviours	Skills
Behaviours & Skills Framework – All Board Roles	<p>Teamwork We work together to grow football across the London</p>	<p>Respect Communication Understanding</p>	<ul style="list-style-type: none"> • Sensitivity, openness and awareness of others • High levels of self-awareness • Championing equality, diversity & inclusion 	<ul style="list-style-type: none"> • Excellent listening skills, with the ability to appreciate differing perspectives and adapt to different situations • Ability to effectively communicate ideas both verbally and in writing • Able to act as a sounding board and critical friend
	<p>Integrity We take responsibility for our actions and do what is right</p>	<p>Trust Honesty Transparency Ownership</p>	<ul style="list-style-type: none"> • Interested and inquisitive mind-set • Resilience in times of challenge and change • Taking ownership, holding self and others accountable 	<ul style="list-style-type: none"> • Able to assess and analyse complex information and identify potential problems • High ethical standards with sound judgement and ability to deal effectively with risk • Able to skilfully handle conflict through to resolution
	<p>Passion We have enthusiasm that makes everyone want to be a part of what we do</p>	<p>Pride Motivation Inspiration Commitment</p>	<ul style="list-style-type: none"> • A proactive, solution focused and positive mind-set • Demonstrating confidence, with the ability to gain respect and attention • Acting with the future in mind and embracing innovation 	<ul style="list-style-type: none"> • Capable of developing constructive relationships with key partners • Able to act as a spokesperson of the LFA for the media • Politically astute, well networked and able to engage stakeholders

<p>Excellence We continually strive to be the best we can</p>	<p>Focus Challenge Learn Feedback</p>	<ul style="list-style-type: none"> • Thinking critically with creativity and strategic awareness • Willing to learn, challenge and change • Determined and with drive to succeed 	<ul style="list-style-type: none"> • Ability to take the wider, strategic view and enable focus • Able to check, challenge and champion the work of the LFA • Strong commercial acumen with the ability to identify opportunities
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