

NON-EXECUTIVE DIRECTOR: ROLE DESCRIPTIONS



NON-EXECUTIVE INDEPENDENT DIRECTORS: ROLE DESCRIPTION

The London Football Association (LFA) is on a mission to help more people play football in London. We are seeking three experienced individuals with strategic thinking and business leadership skills who can apply independent expertise to the LFA Non-Executive Board of Directors.

Role overview

The Non-Executive Independent Directors will contribute to the LFA Board, providing thought leadership and professional expertise that delivers 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 Non-Executive Independent Directors will need to allocate sufficient time to meet the expectations of the role, which is estimated as a minimum of 10 hours every month. In addition to the main board, the Independent Non-Executive Directors will be asked to lead and / or sit on standing committees. This is a voluntary role.

Person specification

As the champions of the business, the Independent Directors will add value to the Board through expert professional knowledge, business leadership, corporate experience and perspective. To support its bold ambitions, the LFA is keen to receive applications from candidates with expertise in the following fields:

<ul style="list-style-type: none"> • Legal & governance • Commercial & sponsorship 	<ul style="list-style-type: none"> • Marketing & communications • HR & people development
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Expertise / qualifications	Experience
<ul style="list-style-type: none"> • Qualified & experienced professionals, with senior leadership expertise in their specialist field 	<ul style="list-style-type: none"> • A career with depth of experience in specialist area • A breadth of expertise in organisational leadership at a senior level
Knowledge	Skills
<ul style="list-style-type: none"> • A thought leader within their subject matter area 	<ul style="list-style-type: none"> • Able to translate professional expertise to the LFA context and add value through perspective

Independent Director characteristics

Working in partnership with other Board members, the Independent Directors 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 staffing team on best practice approaches within their specialist area.

Strategic advisor	<ul style="list-style-type: none"> • Act as a strategic adviser to the Board and staffing team on area of specialist expertise
Active ambassador	<ul style="list-style-type: none"> • Seek out and utilise business connections to build partnerships to support delivery
Performance evaluator	<ul style="list-style-type: none"> • Make sure best practice performance management is embedded in area of expertise
Finance & Risk manager	<ul style="list-style-type: none"> • Advise on Finance & Risk elements related to area of expertise
People leader	<ul style="list-style-type: none"> • Add value to the Board and staffing team acting as a subject matter expert and mentor on area of expertise
Sports savvy	<ul style="list-style-type: none"> • Whilst an interest in football is an advantage – previous experience work 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 • Make sure 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

Behaviours & Skills Framework – All Board Roles	Values		Approach / behaviours	Skills
	<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 which 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 w • Politically astute, well net worked and able to engage stakeholders

<p>Excellence We continually strive to be the best we can be</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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