



BOARD CHAIRPERSON BACKGROUND & JOB REMIT

1.0 INTRODUCTION

1.1 Scottish Swimming is the Governing Body for Swimming, Diving, High Diving, Masters Swimming, Open Water Swimming, Synchronised Swimming and Water Polo. Swimming is a sport for everyone and we are committed to developing the sport in an inclusive, equitable and fair way.

Our Vision is: Everyone can Swim!

Our Mission is: To inspire our members and partners in the development of aquatics, providing leadership and expert support, resulting in more people taking part and reaching their full potential.

Our Strategic Objectives are:

- To increase the number of people of all ages and abilities participating in swimming for health, fitness and fun.
- To support and develop stronger, more sustainable clubs that will provide increased and quality opportunities for people to participate at all levels.
- To enhance the aquatic pathway, ensuring high performance results through effective athlete development and quality coaching.

2.0 OUR STRUCTURE

2.1 Scottish Swimming has a governance structure which includes a Council elected from our membership and headed by our President and a Board appointed on a skills base, led by our Chair. In addition, there are a number of committees including:

- Swimming
- Diving
- Water Polo
- Masters
- Open Water
- Synchronised Swimming
- Technical Officials
- Editorial Board
- Audit & Risk

The organisation is structured in three departments; Development, Performance and Services. Each department has a Director and the three Directors along with the CEO and Finance Manager make up the management team. The company currently employs 26 full time and 4 part time staff.

Scottish Swimming boasts a modern, forward thinking culture. We engage with our team to develop our way of working+including clear direction, flexibility, responsibility, teamwork and trust. We identify our governing body needs and then determine if we can meet individual needs of our colleagues to achieve our company goals. Being creative, we can often deliver a superior service for our partners and customers while providing our staff with a flexible and rewarding experience. Overall, the culture reflects a warm and supportive but also challenging environment.

3.0 Our Members and Partners

Our membership

- We have over 22,000 members including athletes, teachers, coaches, and volunteers.
- We have 162 clubs which vary in size from 8 to 657 members.
- We have 38 affiliated swim schools, which offer organised learn to swim opportunities and these vary in size from a small number to over 5,000 customers.
- There are member clubs and swim schools across all parts of Scotland.

Our partnerships

- Key partners include **sportscotland**, the Scottish Government, Local Authorities, Leisure Trusts, British Swimming, Commonwealth Games Scotland, and Scottish Disability Sport.
- Critical to our sport are the partnerships with pool operators and owners.
- Through strong partnerships, Scottish Swimming can support operators and members to maximise pool usage and ensure good links between Learn to Swim and Club swimming.

CHAIRPERSON OF BOARD OF DIRECTORS

As Chair, you will lead the Board of Directors and will contribute to the strategic direction of the Company. You will chair Board meetings, which are held approximately six times per year. These are a mixture of weekend and midweek evening meetings. You will also be required to attend two Council meetings per annum and the Annual General Meeting, which is presently held on the last Saturday of February.

The successful applicant will work closely with the Chief Executive to implement and evolve the overall strategy for the Company.

The Chairperson has the following remit:

- Provide a mentoring role to the Chief Executive.
- Oversee the work of the Chief Executive, including leading the Chief Executive Appraisal process.
- Have overall responsibility for corporate governance issues, including financial matters, legal issues, risk management and Child Protection cases.
- Deal with emergency issues referred by the Chief Executive.
- Develop, in conjunction with the Chief Executive, external relations with appropriate partners.
- Carry out annual appraisals for all Board Directors and agree Director objectives in line with the needs of the business.
- Become a Director on the Board of British Swimming and represent the Company in dealings with British Swimming (circa 6 overnight British Swimming Board meetings per year, generally held in England).
- Plan for the continuous development of the Company, including the review of Scottish Swimming's long-term vision and strategy.
- Oversee the work of the Management Team, ensuring the Company delivers against the corporate plan through meeting the annual targets.
- Support, mentor, and challenge members of the Management Team.
- Ensure the Company delivers against its agreed budget.
- Act as Board Project Sponsor for a variety of company projects, bringing outside knowledge, experience and innovation to the Company.
- Maintain a current knowledge of the Board's activities, the work of Scottish Swimming and the work of the relevant disciplines and partner associations.
- Represent and consider recommendations from Standing Committees.
- Together with the Board and CEO report to the membership annually.

- Work with the President to co-ordinate the work and relationship of Board and Council.

INTERVIEWS

Interviews will be held for this post. The panel will consist of:

- President
- Vice President or a Council Member
- Member of **sportscotland**
- Chief Executive (secretary to the appointment panel)

Interviews will take place on the afternoon/early evening of Sunday 27th May.

TERMS AND CONDITIONS

- **Tenure of Post**

The post will be up to a four year term and is subject to annual approval by the SASA Council. The post may be extended for a further four year term.

- **Honorarium**

The post has an honorarium of circa £4,500 net; which will be paid subject to a satisfactory annual appraisal.

- **Expenses**

Expenses will be paid monthly in accordance with the current Scottish Swimming Volunteer rate.

Should you wish to clarify any of the above or seek additional information prior to application please contact Forbes Dunlop, CEO, Tel: 07740 987379.

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