

The Role and Responsibilities of Non-Executive Director

Responsible to: Chair

Responsible for: **Along with the other members of the Board,** ensuring the best long-term interests and prosperity of Scottish Athletics Ltd by supporting and challenging the executive team in the direction of its affairs, while meeting the appropriate interests of its members, and relevant stakeholders, taking into account the law, relevant regulations and commercial considerations.

General duties and responsibilities:

- Set objectives, define policy and work with the executive team to develop strategic direction;
- Incorporate good governance and ethical standards into daily activities and ensure compliance of policies, laws and regulations;
- Ensure the CEO provides excellent leadership, planning, organisation, control and succession;
- Monitor the performance of **scottishathletics** against the agreed goals and ensure present plans and actions provide for **scottishathletics'** continuity;
- Manage risk; and
- Ensure the Board receives and reviews regular financial information concerning the management of **scottishathletics** and is informed in a timely manner about any concerns about the activities of **scottishathletics**.

Candidate Specification

| ESSENTIAL | DESIRABLE |
|---|---|
| <p>Significant understanding of corporate governance and risk management</p> <p>Evidence of developing, sustaining and influencing strategic and commercial partnerships internally and externally, with commercial or financial management experience within a multi-stakeholder environment</p> <p>Strong knowledge of, and keen interest in, (ideally through current or recent participation) athletics in Scotland and the UK. We would particularly welcome applicants with a jumps or throws background.</p> <p>Knowledge of and affinity with ethical issues within society including equalities, diversity and inclusion</p> <p>Experience of audit and risk committee structures.</p> | <p>Strong knowledge of the wider Scottish sporting landscape - the opportunities and challenges faced – and of governing body structures</p> <p>Experience in a non-executive director role</p> <p>Experience in enhancing profile and increasing income within a business environment</p> <p>Proven experience of working with key external partners</p> |
| <p>Proven leadership, teamwork and decision-making skills with the ability to prioritise and commit time to the role</p> <p>Excellent interpersonal and relationship building skills</p> <p>Ability to engage constructively with and support staff and volunteers</p> <p>Innovative and forward-thinking with a positive attitude</p> <p>Respectful, trustworthy, enthusiastic and reliable</p> | |