www.girlsinsport.org

Girls in Sport

London: 28th January 2022

Trustee Vacancy

Closing date for applications is Monday 28th February at 17:00PM CET / GVA (Central European Time – GVA)

Please email your CV/Resumé and letter of interest addressed to: - secretariat@girlsinsport.org

Time commitment and location

- The Trustees meet at least twice a year
- Board meetings are held via conference call

This is a non-remunerated position

Background

Join us in fostering talent and equality of opportunity in some of the world's most overlooked settings

Girls in Sport is a non-profit entity registered as a Charitable Incorporated Organisation with the Charity Commission of England and Wales, no. 1175997.

Our projects are currently focused in West Africa

Girls in Sport seeks to improve the life chances of girls in poor and post-crisis settings. Our work facilitates locally managed projects to promote sport as a pathway to enable girls to become champions and leaders in all their endeavours; through equality of access to opportunity we are unlocking pathways to sustainable development by facilitating [these]community led programmes.

We are currently seeking to appoint up to three additional Trustees, to join our governance board at Girls in Sport, to bring more balance, and skills to our decision-making. You will be dedicated, able to exercise discretion, and be passionate about gender equality. You will also have a strong interest in West Africa or development and crisis settings and offer the skills to help us forge and execute our ambitious strategy to reach more communities.

You will be an individual of exceptional calibre with a clear commitment to social equity, but with a strong understanding of, and sensitivity to cross-cultural themes in development programming, and an understanding and respect for the commonly accepted standards of '*do no harm*', as enshrined in international norms.

We welcome candidates from multidisciplinary backgrounds, or those with niche skills that we need at the governance level including programming, fiscal prudence and treasury, law, policymaking, and the civil diplomatic service. We also welcome candidates with a background in fund-raising, stakeholder management, and wider areas such as business development and marketing.

N.B: We will consider candidates with political backgrounds however due to impartiality rules we cannot consider individuals who are currently in office or hold positions whereby we consider any close association with politically connected individuals, a potential conflict of interest may arise.

We welcome applications from black, Asian and minority ethnic candidates, LGBTQ+ candidates and candidates with disabilities

We want to do this because we know greater diversity will lead to greater results for our beneficiary communities. We also encourage applications from the West Africa diaspora, and from all socio-economic backgrounds.

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We take the sanctity of your personal data very seriously. Any information acquired by us is held and processed in accordance with the relevant GDPR and data protection legislation of our governing jurisdiction in England and Wales. The data you provide us with is securely stored for the purposes of considering your suitability for the role you have registered interest in.

For more information on our work, please visit www.girlsinsport.org

Trustee role description

The role of the Board Trustees has and must accept ultimate responsibility for directing Girls in Sport affairs, ensuring it is solvent, well-run, and delivering the outcomes for which it has been set up.

Strategic direction Trustees should focus on Girls in Sport's strategic direction and avoid becoming involved in day-to-day operational decisions and matters. Where trustees do need to become involved in operational matters, they should separate their strategic and operational roles.

Trustee performance – The Nolan Principles All Charities have a public benefit responsibility and in carrying out their role, Girls in Sport's Trustees are expected to adhere to the Seven Principles of Public Life: -

- Selflessness
- Integrity
- Objectivity
- Accountability
- Openness
- Honesty
- Leadership

Holders of public office should act solely in terms of the public interest.

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests and relationships.

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Holders of public office should be truthful.

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

Trustee Responsibilities and Statutory duties

Ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations

Ensure that the organisation pursues its objectives as defined in its governing document

Ensure the organisation uses its resources exclusively in pursuance of its objectives: the organisation must not spend money on activities which are not included in its own objectives, no matter how worthwhile or charitable those activities are

Contribute actively to the board of trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals, and setting targets and evaluating performance against agreed targets

Safeguard the good name and values of the organisation.

Ensure the effective and efficient administration of the organisation

Ensure the financial stability of the organisation

Protect and manage the property of the charity and to ensure the proper investment of the charity's funds

Monitor performance of director[s]/head of operations

Additional Information

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they possess to help Girls in Sport's Board of Trustees reach sound decisions and ensure the organisation fulfils its objectives. This will involve:

Attending Board and other Girls in Sport meetings as appropriate (Twice yearly)

Participating in one or more Board sub-groups if/as required

Scrutinising board papers and other communications

Leading discussions and providing guidance on new initiatives, particularly in areas where the Trustee has specific skills, knowledge, or expertise

Abiding by Girls in Sport policies and procedures including the Safeguarding, Diversity and Equal Opportunities, ensuring these are effectively implemented

Acting as a signatory on behalf of Girls in Sport, when mandated by the Board to do so

Participate in activities to promote Girls in Sport to our beneficiaries, funders and the wider public

Contributing on other issues or areas of special expertise

Person Specification and Requirements for this role

Commitment to the aims and values of Girls in Sport - Essential

Ability to provide the level of commitment required for this role - Essential

Experience /demonstrated knowledge of governance – Essential

Ability to work as a team - Essential

Knowledge or experience in one or more of the following areas: –

Fundraising and knowledge of identifying grants

Background in journalism/comms

Charities and Non-Governmental Organisations, Aid and Development

Sports and Education

Equality and empowerment of women and girls

Accountancy

Legal/contract/human rights and ability to understand cross-jurisdiction legal frameworks

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NEXT STEPS

You will be expected to provide satisfactory references, as well a successful criminal background check at your own expense.

There will generally be no expenses incurred from the position, however, should any business-related expenses occur, they will be reimbursed.

This role is non-remunerated

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- We are legally required to screen and carry out identity and criminal checks for all our Trustees, volunteers, and staff.

YOU WILL RECEIVE A HOLDING EMAIL AND ALL APPLICANTS WILL BE INFORMED WITHIN 2 WEEKS.

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