

Independent Non-Executive Director – Finance

Term	Four years (with an option to serve an additional term of four years)
Remuneration	Voluntary with reimbursement of travel and other reasonable expenses
Location	Meetings take place either virtually, or at British Triathlon’s Head Office in Loughborough but also in other parts of England from time to time. British Triathlon (“BTF”) is based at Michael Pearson East, 1 Oakwood Drive, Loughborough, LE11 3FQ.

Position Overview

Purpose

As the INED Finance on the Triathlon England Board, you will play a key role in providing strategic leadership to the Board and the senior management team regarding financial matters.

Key areas of responsibility

The Independent Non-Executive Director - Finance is responsible for:

- contributing fully to TEMB discussion and activity across the whole strategy;
- providing advice and counsel to BTF’s senior management on financial matters;
- reporting to and advising the Triathlon England Board on financial matters;
- ensuring high standards of financial integrity across Triathlon England;
- being an active member of the Remuneration Committee and the Audit, Risk, & Governance Committee.

What we ask from you

British Triathlon Ltd (BTF) operates two divisions – British Triathlon and Triathlon England. The BTF Board of Directors delegate responsibility for Triathlon England matters to a Triathlon England Management Board (TEMB). The post holder will be a member of the TEMB. While the post holder will be designated as a Director on the TEMB, they shall not be a Director of the company (BTF Ltd.). We do however expect the same standards of Directors on the TEMB as Directors on the BTF Board.

TEMB Directors are expected to prepare for and attend all Board meetings called during the year, unless prevented by exceptional circumstances. The Board normally meets four times a year with meetings lasting approximately three hours. Meetings take place either virtually or in Loughborough but also in other parts of England from time to time. Additional Board meetings are convened on a needs basis and often take place virtually and tend to last one hour and be in the evening.

In addition, TEMB Directors are expected to act as a member of such Committees of the Board as the Board reasonably requests. The post holder is expected to prepare for and attending all meetings of such Committees, unless prevented by exceptional circumstances.

On average, the role is likely to require one day a month of your time.

About you

We are looking for a TEMB Director who can demonstrate exceptional knowledge and experience in two (or more) of the following areas:

- a proven track record of success as a key organisational player, significantly involved in delivering strategic and commercial objectives within the private, public, or voluntary sector;
- a background in finance with experience at both operational and strategic levels;
- professional accountancy qualifications;
- a working knowledge of sport and the impact of sport in society;
- a working knowledge of commercial partnerships.

In addition, we would expect all candidates to be able to demonstrate:

- alignment with the British Triathlon organisational values, which are:
 - Inclusive;
 - People Centred;
 - Ambitious;
 - Do What's Right;
- an inclusive, friendly and approachable leadership style, including a commitment to promoting diversity and inclusion;
- good communication and listening skills;
- the ability to think strategically, act with integrity, and exercise independent judgement;
- the ability and willingness to develop effective, sustainable partnerships and in particular to support, challenge, and manage relationships with other Directors, the Executive Management Team, committee members and staff;
- a willingness to devote the necessary time and effort to the role, and to be available to relevant staff for advice and enquiries on an ad hoc basis;
- a commitment to the development of an organisational culture which supports and embeds welfare and safeguarding across all organisational activity;

- a commitment to developing an understanding of welfare and safeguarding, including other integrity issues (for example anti-doping), within the sports organisation context.

Prior board experience is not essential, nor is a detailed understanding of the sport of triathlon. We believe our Board should be from a diverse range of backgrounds, skills, and experiences. We will provide support and develop new TEMB Directors with the ambition, talent, and commitment to enable us in our goals.

The person appointed to this role must be 'independent'. This means a person who is free from any close connection to the organisation and if, from the perspective of an objective outsider, they would be viewed as independent. A person may still be deemed to be independent even if they are a member of the organisation and/or play the sport. Examples of a 'close connection' include:

- they are or have within the last four years been actively involved in the organisation's affairs, for example as a representative of a specific interest group within the organisation such as a sporting discipline, a region or a home country;
- they are or have within the last four years been an employee of the organisation; or
- they have close family ties with any of the organisation's directors or senior employees.

General Duties

The main responsibility of the Board is the overall governance and strategic direction of Triathlon England (TE). The Board is responsible for developing its aims and objectives, in accordance with its values and in line with legal and regulatory requirements. In particular, a TEMB Director is required to:

- act in the best interests of TE with honesty and good faith towards its members, employees, partners, funding agencies, and the communities within which TE operates;
- use such personal and professional skills together with such contacts, experience and judgment as they may possess, with integrity and independence to optimise both the short and long-term performance of TE, and in particular the areas of their own portfolio of responsibility;
- play a full part in enabling the Board to arrive at balanced and objective decisions in the performance of its agreed role and functions;
- ensure that the objectives of TE, as agreed by the Board, are fully, promptly and properly carried out;
- conduct themselves in a manner consistent with all legal obligations placed on Company Directors by law, the TE Regulations, and BTF's Memorandum and Articles of Association;
- act in accordance with BTF's Commercial Ethics policy, including avoiding conflicts of interest, and declaring relevant business interests, gifts, and hospitality;
- attend all Board meetings called during the year;

- attend the Annual General Meeting and such other extraordinary General Meetings as may be necessary;
- act as a member of such Committees of the Board as the Board reasonably requests;
- act as a champion of the British Triathlon Values.

If you're inspired and excited about working with Triathlon England, we'd love to hear from you.