

Northern Premier League Independent Director Profile

Role title: Independent Non-Executive Director

Report to: Chair of the Board of Directors

Role purpose:

- To participate in the management and governance of the company.
- To participate in determining and delivering strategies, policies, and plans.
- To participate in the direction of the business affairs of the League.
- To contribute towards the League being an inclusive organisation with a culture of diversity and equality.

Location:

The League is based in Halifax, West Yorkshire. Meetings take place either face-to-face in Lancashire or Yorkshire, or online.

Remuneration:

The role is voluntary with privileges commensurate with the role. Out-of-pocket expenses will be reimbursed in accordance with the League expenses policy.

Commitment:

- The Board currently meets 8-10 times a year, usually midweek at 6pm or on a Sunday. On average, two in three meetings take place online, with the remainder face-to-face.
- Each director will be appointed to a committee(s) based on skillset, and time commitment is likely to be up to two hours one day a month per Committee.
- The League stages a face-to-face Midseason Meeting in January or February, and has an Annual Conference Weekend in June each year from Friday to Sunday.
- In addition, Directors may be asked to attend matches to present awards and trophies.

- Exercise the duties and responsibilities of a Company Director in accordance with The Companies Act (2006) and any other relevant legislation.
- Actively participate in strategic management of the Company.
- Participate in the delivery of strategic aims and objectives and review performance against the strategic plan.
- Safeguard the interest of the members of the company.
- Contribute to the management of risk of the League, including health and safety.
- Monitor the financial management of the League including scrutiny of Finance Committee reports.
- Promote inclusion, diversity, and equality of opportunity to all throughout the League.
- Contribute to constructive debate at Board and Committee meetings.
- Ensure safeguarding and welfare is at the forefront of League activities and recognise safeguarding of all individuals within football is of paramount importance.
- Promote sustainability within the League.
- Perform other duties as assigned by the Board.

Person Specification

Essential skills

1. Strategic leadership and management skills. Ability to monitor and develop strategic aims and objectives.
2. Excellent interpersonal skills. The ability to form relationships with internal and external stakeholders.
3. Analytical and decision-making skills. The ability to analyse a situation and make an informed and rational decision.
4. Financial management. The ability to understand and challenge management accounts, statutory accounts and contribute to budgeting.
5. IT literate.
6. Stakeholder communications.

Desirable skills

Skillsets in IT, digitalization, website development, Legal, Commercial, Marketing, HR, or any other profession relevant to the development of Step 3-4 football at League or Club level.

1. Code of Sports Governance
2. Sports Administration
3. Knowledge of The National League System within the English Football Pyramid.

Other

1. Full driving license.
2. Companies House Disqualified Directors Register Check.
3. DBS Check preferred.