



BOWLSWALES

**APPOINTED DIRECTOR
RECRUITMENT PACK**

LEGAL & COMMERCIAL

The logo is a stylized graphic in the background, featuring a dragon's head in profile, facing right, with a bowl of green and red stripes below it. The dragon's body is composed of swirling green and red lines. The entire logo is rendered in a dark, semi-transparent style against a grey background.

About BowlsWales

BowlsWales is the coordinating body for Bowls in Wales. BowlsWales is a Company Limited by Guarantee with Directors that form a skilled based, diverse Board.

The BowlsWales membership comprises of the various NGB's that govern their code of the game, including Outdoor, Indoor, Short Mat and Crown Green. The membership also includes service associations that include Umpires and Coaching.

Introduction

- An exciting opportunity to join a volunteer board as a non-executive director in a period of growth, development and achievement for bowls in Wales. BowlsWales are seeking to appoint a passionate individual to provide valuable insight, knowledge and experience to help support the direction of the sport.
- We appreciate the commitment needed for Volunteer Board Members. Therefore, we are happy to provide any training and development opportunities to help you learn new skills.

Salary

- Voluntary – expenses

Term of office

- Initially, Directors can serve a term of 3 years and will have the opportunity to serve an additional 3 years following re-appointment, equaling a total of 6 years.

Location

- Flexible, with the majority of meetings held via Zoom with an option to meet in Cardiff. The BowlsWales office is located at the Sport Wales National Centre Sophia Gardens Cardiff.

Time Commitment

- Approximately 2 days a month. Usually 6 board meetings per year, an Annual General Meeting. Directors may be asked to represent the organisation at other relevant meetings and events. The majority of meetings are held in the evenings.

The BowlsWales Board

- The Board comprises up to 11 Non-Executive Directors, of which one is the non-executive Member nominated Director.
- All Non-Executive Directors will serve an initial three-year term and can serve an additional three years, a maximum of six years in total. Each Director carries one vote at each Board meeting.
- The Board comprises of skills-based individuals that bring value, passion and knowledge to the board and the sport. These appointments are in accordance with the appropriate recruitment processes. BowlsWales recognises and embraces the benefits of having a diverse Board and sees increasing diversity at Board level as key to the development of the organisation.
- BowlsWales believe that a truly diverse Board will include and make good use of differences in the skills, geographical and business experiences, background, race, gender and other distinctions between Directors. All Board appointments will be made on merit, in the context of the skills, experience, independence, knowledge and passion which the Board requires to be effective.
- Applications from individuals with a bowls background and knowledge of the governance and administrative structures within bowls in Wales are encouraged.



The BowlsWales Board

BowlsWales Equality Statement:

BowlsWales is fully committed to the principles of the equality of opportunity and responsible for ensuring that no job applicant, employee, volunteer, child, young person, Team Wales competitor or official receives less favourable treatment on the grounds of age, gender, colour, disability, ethnicity, race, parental or marital status, nationality, religious belief, political persuasion, social background or sexual orientation.

The role – Appointed Director

BowlsWales would like to ensure there are a range of specific skills and experience to further develop the current Board skills base.

We are looking for individuals with experience in the following;

- Legal
- Commercial

We encourage applications from anyone who has an interest in the sport or physical activity to join, working together to develop bowls in Wales.

Responsibilities

- To attend BowlsWales Board meetings as called for and contributing to the organisation's pursuit of key objectives and its core purpose as set out in the Articles. This including scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance or any other role related to special expertise.
- To provide strategic insight and support in the development of organisational policies, defining goals, setting targets and evaluating performance against these
- Developing and maintaining strong working relationships with other Directors, staff and BowlsWales members.
- To participate in an agreed annual review and evaluation of board and director performance
- Prepare appropriately for each Board meeting, keeping up to date with current developments within bowls and more generally in the sport sector
- Support and promote any appropriate bowling events across Wales to raise the image of the sport

Specific Responsibilities (Legal)

- Lead and advise the Board on all legal matters
- Ensure the Company operates in a legal manner at all times
- Bring to the attention of the Board legal changes that impact on the operation of the company Lead and advise the Board on the development of the company Articles
- Explain to the membership at AGM's/EGM's the rationale for Article changes and other legal proposals
- Advise the Board on all disciplinary matters and Chair disciplinary panels as appropriate
- Support the Governance and Policy leads for staff and Board

Specific Responsibilities (Commercial)

- Developing and implementing a commercial strategy aligned with the organisation and its members goals and objectives aiming to accelerate growth across the sport of bowls in Wales
- Use networks and experience to help create opportunities for sustainable investment and sponsorship to raise the profile of Bowls in Wales
- Conduct market research and analysis to create detailed business plans on commercial opportunities (expansion, business development etc.)
- Monitor performance of commercial activities using key metrics and prepare reports for Board
- Commercial awareness partnered with a strategic mindset
- All identified responsibilities are in collaboration with the NGB's and service associations across bowls in Wales.

Person Specification

- Previous board experience is not essential, and an induction process is in place for all new board members
- We are particularly open to expressions of interest from candidates who have not previously served in a board role but who can demonstrate the skills and competencies necessary to help the sport of bowls develop.
- We encourage anyone to apply for the role if you think you meet any of the skills or experiences needed for a director position
- An in-depth knowledge or playing experience of bowls is not an essential requirement for this role.

Person Specification cotinued

All candidates must be able to demonstrate awareness and ability in the following areas:

- Question intelligently, debate constructively, challenge rigorously and decide dispassionately
- Listen sensitively to the views of others, inside and outside the Board whilst gaining trust and respect of other Board Directors
- A good understanding of the structure of sport in Wales and/or demonstrable knowledge of the sport of bowls in particular.
- An understanding of the principles of fairness and good governance.
- Excellent communication, interpersonal and presentation skills
- An understanding or willingness to develop understanding of equity, diversity, and inclusion.
- Ability to operate in a modern, digital business environment

Recruitment Process

Advertised from
02/05/2024

Closing date
31/05/2024

Interviews
Between 05/06/2024 & 19/06/2024

Please email a cover letter setting out how you meet the person specification and your suitability for the role to:

Sophie Hancocks (General Manger) Sophie.hancocks@bowlswales.com

For informal queries or to discuss the role, please contact:

Simon Colwill (Chair)

chair@bowlswales.com

