



Cornwall Cricket Appointed Non-Executive Director Job Description



Role Descriptor Non-Executive Director Safeguarding

Safeguarding Statement:

Cornwall Cricket is committed to safeguarding and protecting the children and young people that we work with. As such, all posts are subject to a safe recruitment process, including the disclosure of criminal records and vetting checks where required. We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services.

Eligibility to be a Company Director

Subject to any provision in the company's articles, any person can be a Director unless they have been disqualified from so acting under the Company Directors Disqualification Act 1986 or by being an undischarged bankrupt.

Note, also that a Director or shadow Director of a company which has gone into insolvent liquidation is prohibited for five years from being a director or shadow director, or being involved in the formation or running of a company which has the same, or a very similar, name to the liquidated company. (Insolvency Act 1986, sec216). Finally, all applicants must be 16 years of age or over.

Term of Office

Non-Executive Directors are elected for a term of three years, but initially 'staggered' to avoid all terms maturing at the same time. Directors can serve for a maximum of three years and for a maximum of three terms (9 years maximum). The Chair is elected annually by the Board from within its number.

Cornwall Cricket Appointed Director Supporting Information

Cornwall Cricket Board Directors are appointed against a set of technical skills, knowledge and experience, as well as competencies and behaviours. These are shown later in this document. Fundamentally, as a group the Cornwall Cricket Board Directors must understand the potential of junior cricket, senior cricket, safeguarding, different geographical areas of Cornwall and the opportunity to broaden the appeal of cricket to new markets.

The Cornwall Cricket Board's role is to:

1. **Provide leadership and expertise to the company** in specific areas within the framework of prudent and effective controls, that enable risk to be assessed and managed.
2. **Set and review Cornwall Cricket's vision**, mission and strategic aims, and ensure that the necessary financial and human resources are in place for the company to meet its objectives and review its performance.
3. **Set Cornwall Cricket's values and standards** and ensure that its obligations to its members, associate members and others are understood and met.

Key elements of a Non-Executive Director's role

The following four headline elements summarise the Non-Executive Directors role in generic terms:



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1. **Strategy** – NED Directors should constructively challenge and help develop proposals on vision, mission and strategy in an independent way.
2. **Performance** – NED Directors should have a good overview of the performance of the all staff, professional and volunteer workforce to make sure that the business is operationally sound.
3. **Risk** – NED Directors should satisfy themselves on the integrity of financial information and that financial controls and systems of risk management are robust.
4. **Reputation** – NED Directors should constantly seek to establish and maintain confidence in the conduct of the company as well as build recognition of their individual and collective contribution, in order to maintain trust amongst fellow Directors and the membership.

Position Responsibilities

Key elements of a Non-Executive Director Safeguarding role:

The following four headline elements summarise the Chair's role in generic terms:

- To be independent.
- To contribute to the overall running of the business and make sure it operates in accordance to the proper running a company.
- Having good knowledge and a strategic overview of Cornwall Cricket's CPA Safeguarding developments
- Report to the Executive and Board of Member Organisations when required.
- To ensure an effective relationship between:
 - Cornwall Cricket club's Safeguarding volunteers and the County Safeguarding Officers
 - the Executive committee and the external stakeholders, e.g. ECB
- Acting as a spokesperson and figurehead as appropriate.
- To supervise and support the objectives within the County Partnership Agreement
- Be aware of up to date with Safeguarding requirements and support the implementation as needed to comply with the ECB Minimum quality standards.

Specifically

- Communicate with the County Safeguarding Officers and the Chief Cricket Officer.
- Report to committee meetings:
 - Safeguarding issues, where appropriate and with appropriate information.
 - Progress on CPA developments, issues and proposed decisions with actions.
 - The implementation of decisions is clearly assigned and monitored.
- Ensure support and supervision arrangements are made for the volunteers within Safeguarding.
- Ensure that a successor is found before the term of office finishes.

Qualities

- A willingness to lead
- Possesses tact, diplomacy and powers of persuasion.
- Possesses relevant knowledge



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Cornwall Cricket Directors are expected to:

- Uphold the highest ethical standards of integrity and probity.
- Bring valuable experience to the Board.
- Support, where and when necessary, the Development Manager/Lead Officer and Professional Staff in their leadership of the business while monitoring their conduct and performance.
- Question intelligently, debate constructively, challenge rigorously and decide dispassionately.
- Listen sensitively to the views of others, inside and outside the Board.
- Gain the trust and respect of other Board Directors and the membership.
- Promote the highest standards of corporate governance for Cornwall Cricket and seek compliance at every opportunity.
- Promote the strategic interests of Cornwall Cricket internally and externally.
- Avoid situations where the interests of Cornwall Cricket conflict with personal interests or duty to a third party.

Cornwall Cricket Appointed Director Supporting Information

Time commitment / remuneration

- **Board/Executive meetings** – attendance at a minimum of 3 Cornwall Cricket Board meetings annually, and 11 Executive Board meeting on a monthly basis.
- **AGM** – this is usually in April and the date is set in advance. Board Directors are expected to attend this event.
- **Cornwall Cricket official activities** – Board Directors are asked to attend official events such as presentations, competition finals and relevant meetings to their position. This is accepted to be on an ‘as available’ basis and is therefore not specified as a number of events/days.
- **Expenses** – mileage is paid at a set rate of 40p per mile. Other reasonable expenses are reimbursed such as rail travel, hotel costs, bridge tolls etc.
- **Remuneration** – all Board Directors, other than the Lead Officer, are non-executive roles and therefore voluntary and unpaid.

Cornwall Cricket high performance culture

Cornwall Cricket aims to develop a culture where high performance is the norm and people are supported to be the best they can be. As well as technical skills, knowledge and experience, the individual competencies and behaviours will support this aim.