

Job Specification: Board Roles

Board members actively promote and improve volleyball every day using both their networks and expertise. Sound judgment is central to the board members' role. The objectivity and fresh perspective acquired through their relative distance from day-to-day matters, combined with experience acquired elsewhere, is the basis for challenging the accepted thinking of the sport and encouraging stronger performance. In addition to this the collective responsibilities of the Scottish Volleyball (SV) Board are:

- 🌀 **Developing Policy:** Board members should actively and constructively contribute to and challenge the development of strategy.
- 🌀 **Risk:** Board members should satisfy themselves that financial information is accurate and that systems of risk management are robust and defensible.
- 🌀 **Decision Making:** Ensuring that, in reaching a decision, the board considers any relevant guidance that may be issued by the regional and national sporting agencies.
- 🌀 **Overseeing Results:** Ensuring the delivery of planned results by monitoring performance against agreed strategic objectives and targets.
- 🌀 **Individual Skills, Knowledge, and Experience:** Board members are drawn from a range of local agencies. They should use any specific skills, knowledge or experience they may have to promote sport, improve the work of the SV Board and its partners, and help the board reach sound decisions.
- 🌀 The Child Protection and Anti-Doping remits may be transferred to any Board Member according to their expertise from time to time.

Finance Director	
Skills and Experience:	<ul style="list-style-type: none"> 🌀 Qualified member of an accountancy body or holder of an equivalent accounting qualification. 🌀 A knowledge of sporting bodies or a commitment to develop their understanding in this field. 🌀 An understanding and acceptance of the legal duties, responsibilities and to respect confidences. 🌀 A commitment to provide the Board with finance support in a timely manner. 🌀 The skills required to work within a voluntary Board and largely voluntary organisation. 🌀 Proven analytical experience to be able to problem solve and think critically. 🌀 Able to listen sensitively, question intelligently, debate constructively, challenge rigorously and decide dispassionately.
Responsibilities:	<ul style="list-style-type: none"> 🌀 Provide financial advice and guidance to the Chief Executive Officer and the Board to enable them to make sound business decisions, including the development of robust financial controls and processes to minimise risk. 🌀 Help prepare management accounts, budgetary recommendations and monitor and report on expenditure against all budgeted funds, using the most efficient financial accounting systems. 🌀 Monitor and interpret cash flow and predict future trends. 🌀 Develop external relationships with appropriate contacts e.g. auditor, bank, statutory organisations.
Key Interface with:	<ul style="list-style-type: none"> 🌀 Chief Executive Officer 🌀 Finance Officer 🌀 Office Manager

Legal Director	
Skills and Experience:	<ul style="list-style-type: none"> 🌀 A professional legal qualification. 🌀 At least five years' experience of operating professionally within the legal field. 🌀 A knowledge of sporting bodies or a commitment to develop their understanding in this field. 🌀 The ability to work effectively in a team at Board level. 🌀 Strong leadership and communication skills on legal matters. 🌀 A commitment to provide the Board with legal support in a timely manner. 🌀 The skills required to work within a voluntary Board and largely voluntary organisation. 🌀 Proven analytical experience to be able to problem solve and think critically. 🌀 Able to listen sensitively, question intelligently, debate constructively, challenge rigorously and decide dispassionately.
Responsibilities:	<ul style="list-style-type: none"> 🌀 Have excellent knowledge of Scottish Volleyball's company policy and constitution, updating where appropriate and communicating this to members. 🌀 Responsible for maintaining the Legal Risk Register. 🌀 Providing legal advice and general guidance to the Board and staff and advising when employment of outside legal counsel is necessary. 🌀 Act as Company Secretary for Scottish Volleyball.
Key Interface with:	<ul style="list-style-type: none"> 🌀 Chief Executive Officer 🌀 Workforce and Welfare Officer

Technical Director	
Skills and Experience:	<ul style="list-style-type: none"> 🌀 A comprehensive understanding of the rules of Volleyball. 🌀 Experience with organising competitions and events. 🌀 Experience of dealing with complaints and sitting on disciplinary panels relating to sport. 🌀 A commitment to provide the Board with technical support in a timely manner. 🌀 The skills required to work within a voluntary Board and largely voluntary organisation. 🌀 Proven analytical experience to be able to problem solve and think critically. 🌀 Able to listen sensitively, question intelligently, debate constructively, challenge rigorously and decide dispassionately.
Responsibilities:	<ul style="list-style-type: none"> 🌀 Give a voice to the game of volleyball itself and contribute to the Rules of the Game. 🌀 Providing a source of information for the Board on specific issues of competition and the Rules of the Game. 🌀 Contribute to the development of volunteers and officials.
Key Interface with:	<ul style="list-style-type: none"> 🌀 Chief Executive Officer 🌀 Competitions Officer

Scottish Volleyball is an equal opportunities employer and aims to provide a working environment free from any form of harassment, intimidation, victimisation, or discrimination. We aim to ensure that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, race or ethnic origin, LGBT+ identity, age, or disability. All appointments are made purely based on merit and ability.