



Think Active CSW

Role description – Trustee of the Think Active Board



Responsible to: Chair of the Think Active CSW Board of Trustees

1. Role Purpose



Board members are responsible for setting the strategic direction of Think Active CSW. They ensure the prudent stewardship of the resources of the organisation and the best use of those resources to meet its purpose and outcomes. They also ensure that accountability to key stakeholders is effective and robust.

2. Core Responsibilities:


2.1 Strategic direction

-  With fellow colleagues, sets Think Active's vision, mission, values and culture and ensures that its obligations to its stakeholders and others, including any funders, are understood and met.
-  Sets and monitors performance indicators to measure the performance of CSW Sport across its range of operations.


2.2 Effective governance

-  Promotes good governance and ensures that Think Active CSW's affairs are conducted in accordance with the Code for Sports Governance.
-  Contributes to the effective governance of Think Active CSW through membership of any committees or sub- groups.


2.3 Finance and risk




-  Ensures the integrity of financial information, approving each year's budget and plans. Establishes and oversees a risk management framework and a system of internal control.

2.4 Working with staff



-  Establishes a strong working relationship with other Trustees, the Chief Executive Officer and other senior staff but provides appropriate constructive challenge when necessary.

2.5 Self-management

-  Regularly attends, prepares for and fully participates in meetings, contributing particular expertise where relevant.

-  Reviews the effectiveness of the Board as a team and as an individual Board member and participates in any training and development identified.
-  Accepts collective responsibility with other Board members for any decisions made by the Board.
-  Declares any relevant interests and avoid conflicts of interest.





2.6 Promoting the organisation














-  Acts as an ambassador for Think Active CSW externally and helps build its brand and public image, as directed by the Chair and the Chief Executive Officer.
-  Represents Think Active CSW with key stakeholders, and attends ad-hoc meetings as required.

Person Specification –

Think Active Trustee

Trustees can demonstrate the following;

CORE COMPETENCIES:	
Strategic thinking	Able to see the bigger picture and seeks to understand challenging and complex issues. Can understand how to translate national and regional policy into strategically focused local plans.
Communication	Strong communication skills. Ability to present arguments with knowledge and understanding of wider strategic contexts. Able to listen and make reasoned contributions to debate and a willingness to speak their mind.
Judgement	Proven track record of providing clear, independent, balanced advice and guidance with the ability to challenge constructively.
Negotiating and influencing	Demonstrates effective skills in persuasion and negotiation to influence others. Ability to work effectively with a range of stakeholders at all levels. Effective networking skills and political astuteness.
Team working	Ability to develop positive relationships that generate confidence and respect. Ability to engage and enthuse people individually and in groups. Experience of working in collaboration with others, working towards common goals and shared objectives.
ABILITY, SKILLS AND KNOWLEDGE:	
All Board member applicants will need to demonstrate:	
	understanding of the challenges currently facing the sport and physical activity sector, but we will offer induction to all successful candidates to deepen that understanding
	IT literacy
	general basic financial acumen
It is preferred that applicants have previous experience of Board or committee membership. Board members should provide ability, skills and knowledge in one or more of the following areas:	
Customer insight and analysis	
	Current experience of working in a role and sector where there is a strong focus on customer service. This helps guide our staff and Board in thinking about the use of customer data and intelligence to shape interventions, how people may take up opportunities around physical activity and how these are best communicated.
Senior management experience:	

	Experience of working at Chief Executive or senior in a role focused on strategic planning.
	Understands the Board's role in setting measures of performance and performance targets and in monitoring performance against target
	Direct experience of managing change projects. Understands how to develop strategies for increasing equality, diversity & inclusion.
Business development and growth:	
	Current or recent experience of working at a senior level in the commercial sector. They bring a different voice to the Board: while understanding our social purpose.
	Focus the Board on thinking about the 'customers' and 'markets' within which Think Active CSW operates.
	Understand how to write compelling bids for sources of income. In addition, they may bring considerable financial acumen.
Policy and partnerships:	
	First-hand experience of building effective strategic partnerships and stakeholder engagement.
	Experience of working across sectors or in consortia of different kinds.
	Insight about how an organisation like Think Active CSW best influences the agendas and priorities of other partners to deliver the best outcomes for the geographic areas.
PERSONAL ATTRIBUTES:	
	Commitment to Think Active CSW.
	Integrity and credibility.
	Willingness to devote the necessary time and effort to the role. Effective self-management skills.
	A strong and clear commitment to equality and diversity.