

Do you want to play a major part in creating a more physically active and sporting environment for all people in Greater Essex?

If so we are looking for Board Members for the new:

Active Essex

Sport and Physical Activity Partnership

Dear Prospective Board Member

Active Essex – Board Recruitment

Creating a more physically active and sporting environment for all people in Greater Essex

Active Essex is seeking to appoint board members to the newly established sport and physical activity partnership Board to help realise the benefit of community sport and physical activity in Greater Essex.

Greater Essex has a long tradition of sport & physical activity success and the Active Essex Board will be committed to build upon the foundations left by the previous sportessex board and its partners.

We want to build upon this progress and will need to establish new ways of working by building new relationships and responding to a rapidly changing environment.

There are significant unrealised opportunities for sport and physical activity to contribute positively to the future health, well being, economy and environment of Greater Essex. As a potential board member it will be your role to help the Active Essex Partnership achieve this.

If you would like to help us achieve further success and can bring an entrepreneurial approach, objectivity, an ability to look to the future and knowledge of Greater Essex we would like to hear from you.

In return you will gain the satisfaction of knowing that you are making a positive contribution to the lives of the people of Greater Essex.

Expressions of interest are now invited for positions on the Active Essex board from people with the relevant skills, knowledge and experience.

Further details are attached giving a succinct overview of the vision role and function of Active Essex along with the process for recruitment.

Yours sincerely



David East
Chairman, Active Essex

A Background

Active Essex will be made up of mutually interested agencies and stakeholders committed to providing locally determined solutions to collectively increase participation and widen access to sport and physical activity for the whole community.

Vision

“To create a more physically active and sporting environment for all people in Greater Essex to increase participation.”

Aims

The Partnership will work in collaboration at a strategic level to:

- increase participation in sport and physical recreation across Greater Essex.
- widen access to sport and physical activity.
- build, strengthen and develop partnership links between key stakeholders.

Objectives

- **To widen access to sport and physical activity:**

Helping people to become and stay physically active through improved facilities, interventions and access to facilities that are welcoming, affordable and accessible.

- **Deliver a 2012 legacy:**

Ensure that the London 2012 Games are utilised as a catalyst to create a post games legacy for Greater Essex.

- **Develop sporting pathways:**

Nurture lifelong participation by supporting the development of pathways from school to community sport & physical activity. Work with National Governing Bodies to support the design of the player pathways from within the school & beyond.

- **Improve health and wellbeing:**

Tackling Greater Essex health inequalities and encouraging healthier lifestyles by promoting the take-up of traditional and non-traditional sports and physical activities.

- **Enhance education and skills**

Building the capacity of the paid and voluntary sector workforce and utilising sport and physical activity as a hook to engage and re-engage communities to improve their skills and qualifications.

- **Strengthen organisations and partnerships:**

Providing high-level advocacy for Greater Essex sports and activity deliverers and enhancing the way that we organise, inform ourselves and work together through a delivery system.

Core Values & Principles

- To act independently in the best interests of sport and physical activity across Greater Essex, and not to allow personal agendas to dominate.
- Understand, interpret and deploy national, regional and local policies and plans.
- Decision making and policy formulation is conducted in an efficient (non-bureaucratic), inclusive, open, transparent and accountable manner.
- There is a commitment to equality (people and processes).
- Striving for high quality standards through continuous improvement and innovation.
- Value for money is demonstrated at all times.

Purpose

The purpose of the Active Essex Board is to provide strategic leadership, advocacy and management accountability for the Partnership.

What sort of people are we looking for?

Sport and physical activity can enhance our lives in all sorts of ways. However, convincing a busy and at times unreceptive population isn't going to be easy. We are seeking to create a strong independent board to drive and support the long-term development of Active Essex. Being passionate about sport and physical activity is important, but it isn't enough. We are looking for individuals operating at a senior level with experience of successful partnership working who can take a lead in driving forward participation and widening access across Greater Essex.

The role of individual Board members is to be an advocate for and actively promote sport and physical activity to increase participation and contribute to and support the work of the Partnership. The Active Essex Board will provide strategic leadership, advocacy and management accountability for the Partnership.

It is envisaged that the Partnership Board members will also act as 'champions' within their various spheres of influence, opening doors and creating links.

Due to the nature of the Partnership all roles are voluntary with expenses only being covered.

The Role

Role of Individual Board Members

Board Members actively promote and improve sport and physical recreation every day using both their networks and expertise. Sound judgment is central to the Board member's 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 sub regional partnership and encouraging stronger partnership performance.

The main responsibilities of the Board include:

- Developing Strategy - Board members should actively and constructively contribute to and challenge the development of strategy.
- Delegated Authority - Ensuring that the board operates within the limits of its delegated authority. Board members do not have any individual delegated authority.
- Decision Making - Monitoring & evaluating against Key Performance Indicators and ensuring risk is managed appropriately.
- Overseeing Results - Ensuring the delivery of planned results by monitoring performance against agreed strategic objectives and targets.
- Championing and leading on specific areas of work (this may be in liaison with sub-groups and / or project groups).
- Promote the partnership, improve the sub regional networks and help the board reach sound decisions.

The Person

A passion for sport and physical activity, with specific knowledge and expertise in one or more sectors;

- Health & Physical Activity
 - Crime, Social Inclusion,
 - Education (School, HE & FE),
 - Voluntary Sector/Voluntary Sports Sector
 - Regeneration,
 - Local Government/ Unitary experience
 - Private business development with an entrepreneurial approach
 - Senior elected member with portfolio responsibility
 - Marketing and Public relations
 - National Governing Body of sport
 - Accountant or senior banking experience
 - Human resources experience
- Ability to work as part of a team of effective board members.
 - Strategic thinker and engager.
 - Commands confidence and sets high standards.
 - Excellent communication and inter personal skills and the capacity to work at all levels with a range of key stakeholders.

The time requirement for Members is likely to be a minimum of 1 or 2 days a month (on average). Flexibility in terms of hours during the day and sometimes evenings will be required.

Interested?

If you are interested then please follow the application process below:

- A) Selection & Appointment Process
- B) Application Information
- C) Skills & Knowledge Matrix

Selection & Appointment Process

Application Closing Date
29th February 2011



Review applications. This will be carried out by:

- Active Essex Chair
- Host agency & Sport England
- Active Essex Director



Individuals invited for an informal discussion with:
Led by Active Essex Chair
Date: week beginning 19th March 2012



Appointment of:
Board members
Date: **By Friday 14th April 2011**

Application Information

1. All interested individuals are asked to submit an appropriate **Curriculum Vitae with a covering letter detailing why you are interested in wanting to join the board and how you meet the criteria**
2. Individuals are asked to complete and submit a **Skills & Knowledge Matrix**. This matrix is a self assessment of the knowledge, skills and expertise you feel you can offer Active Essex Board. The matrix will be used to ensure we appoint a balanced board.

Closing Date for all submissions is 29/02/12

Please forward all submissions to:

- a) via e-mail to: jason.fergus@essex.gov.uk
- b) Should you require any clarification please contact Jason Fergus on 01245 437250

