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**Glamorgan CCC**

**3 x Independent Directors**

**Recruitment Information Pack**

Glamorgan CCC is seeking to appoint 3 Independent Directors to serve on its Board from April 2018. We welcome applications from any person who is eligible to undertake the role of an Independent Director.

**Glamorgan CCC Board**

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| **Background**  Glamorgan CCC is constituted as a Community Benefit Society and until the AGM on Wednesday 28th March 2018 the Club will be managed by the Committee which consists of:   * the President; * the Chairman; * eight Elected Members; * four Nominated Members; and * up to two additional members including the Club’s Chief Executive |

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| **New Board**  Following the 2018 AGM the Members of Glamorgan CCC have recently determined a new Board will manage the Club and will comprise:   * the President; * the Chairman; * the Chief Executive; * two Elected Members (one elected each year for a two-year term) * five Nominated Members; and * one Representative of the Board of Cricket Wales   In order to facilitate a smooth transition to the New Board, existing Elected and Nominated Members (including those elected or nominated at the March 2017 AGM) shall remain in place until the AGM on Wednesday 28th March 2018.  The Independent Directors will be appointed for an initial three-year term. The election of each Nominated Member shall be ratified at each year’s AGM by a simple majority of those voting. |

In arriving at its recommendations, the Nominations Panel shall have regard to the following non-exhaustive list of factors:

* the requirement to promote and protect the interests of the Members;
* the requirement that the Board is sufficiently diverse as regards to gender and ethnicity;
* the requirement to engage effectively with the board of Cricket Wales and to promote the development and community objectives of the Club;
* the requirement to comply with any code issued by the UK or Welsh Government or by the ECB and;
* the requirement to ensure that the Board has sufficient skills and experience including cricketing, financial, commercial, human resources, property, health and safety, and legal;

**Role of the Board of Directors of Glamorgan CCC**

The role of the Board of Glamorgan CCC 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 Glamorgan CCC’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 Glamorgan CCC’s values and standards and ensure that its obligations to its members and other stakeholders are understood and met.

**Key elements of a Director’s role**

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

1. **Strategy –** Directors should constructively challenge and help develop proposals on vision, mission and strategy
2. **Performance –** Directors should scrutinise the performance of the CEO and senior management team, in meeting agreed goals and objectives, and monitor the reporting of performance
3. **Risk –** Directors should satisfy themselves on the integrity of financial information and that financial controls and systems of risk management are robust
4. **Reputation –** 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.

**All Directors of Glamorgan CCC are expected to:**

* Uphold the highest ethical standards of integrity and probity
* Bring valuable experience to the Board
* Support, where and when necessary, the CEO and senior management team 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 Glamorgan CCC and seek compliance at every opportunity
* Promote the strategic interests of Glamorgan CCC internally and externally
* Avoid situations where the interests of Glamorgan CCC conflict with personal interests, other cricket roles or duty to a third party.

**Time commitment / remuneration**

* **Board meetings** - are held approximately every 8 weeks, at The SSE SWALEC.
* **AGM** – this is usually in March at The SSE SWALEC and the date is set in advance. Board Directors are expected to attend this event
* **Glamorgan CCC official activities** – Board Directors are asked to attend official events such as presentations, domestic and some international matches and other relevant meetings. This is accepted to be on an ‘as available’ basis and is therefore not specified as a number of events/days
* **Remuneration** – all Board Directors, other than the CEO, are non-executive roles and therefore voluntary and unpaid.

**Competencies**

* **Team-working** –works collaboratively with others and ensures participation across the business, as well as with key partners, to support the achievement of Glamorgan CCC objectives
* **Communicating** –communicates with others in a clear, concise and purposeful way to build effective relationships and gain support and commitment for ideas
* **Customer service excellence** –demonstrates a passion for customer service excellence to internal and external customers that benefit both the customer and Glamorgan CCC
* **Decision making and problem solving** –uses analysis, wisdom, experience and logical methods to solve problems and arrive at effective solutions
* **Delivery** –completes work to high standards and continually looks for ways of improving performance
* **Developing self and others** –provides support that enables themselves and others to develop and improve for the benefit of Glamorgan CCC
* **Leadership** –proactively influences improved business practice and organisational change through implementing best practice
* **Strategic management** –provides clarity, direction and inspiration through a compelling vision of the future and what can be achieved.

**Independent Director application process**

* Request an Application Form from Matthew Thomas, HR Manager, Glamorgan CCC – matthew.thomas@glamorgancricket.co.uk
* Complete the Application Form in full and return to Matthew Thomas along with a current CV marked Private and Confidential
* The Glamorgan CCC CEO will review all forms and check all information required has been received. After a short-list has been decided by the Glamorgan CCC Nominations Panel, applicants will be informed if they are being invited to the next stage of the recruitment process and if so will be asked to attend an interview conducted by the Nominations Panel on Friday 23rd February 2018
* The Nominations Panel will make recommendations to the Board
* An induction process will be put in place for all new Directors
* The process will be conducted on a private and confidential basis

Please contact the CEO if you wish to discuss the application process in more detail or if you require any additional information.

**Hugh Morris**

**Chief Executive Officer**

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