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**Glamorgan County Cricket Club**

**Non-Executive Chair**

**Recruitment Information Pack**

Glamorgan County Cricket Club has a vision of ‘Making Wales Proud’ and a core purpose of creating successful teams, inspiring fans and growing the game of cricket in Wales.

In order to achieve our goals, the Club is seeking to appoint a Chair suitably qualified and experienced to lead the new Glamorgan CCC Board. Short-listed applicants will be interviewed by a Nominations Panel.

**Glamorgan CCC Board**

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| **Background**  Glamorgan CCC is constituted as a Community Benefit Society and has a Board comprising of: |

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| * 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   The Chair will be appointed for an initial three-year term following the recommendation of the newly constituted Nominations Panel. The appointment 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 and legal; |

The Chair will be appointed against a set of technical skills, knowledge, experience and competencies.

**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 Club in specific areas within the framework of prudent and effective controls, which 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 Club 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.
4. Maintain a good working relationship with the England and Wales Cricket Board, the Welsh Government, Cardiff City Council, Cricket Wales and our Club’s Members.

**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 Club 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.

**More specifically the Chair is expected to:**

* Champion the Glamorgan values, promote its objectives and set the standards for the Club.
* Establish and build a strong, effective and collaborative working relationship with the Chief Executive ensuring they are held to account for achieving strategic objectives.
* Provide leadership for Glamorgan CCC ensuring the Club has maximum impact for its Members and stakeholders.
* Ensure the Board Directors fulfil their duties and responsibilities as stewards of Glamorgan CCC.
* With the CEO, represent the Club, building its reputation and influence within the Welsh Government and Local Authorities, ECB, the media, the business community of Wales and other key influencers.
* Chair meetings of the Board effectively and efficiently, bringing impartiality and objectivity to the decision-making process.
* Ensure the Board monitors performance and sets direction in line with governance structures.

**Time commitment / remuneration**

* **Board meetings** - are held approximately every 8 weeks, at Sophia Gardens.
* **AGM** – this is usually in March at Sophia Gardens and the date is set in advance. The Chair will be expected to attend this event.
* **Glamorgan CCC official activities** – The Chair 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 number of 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.
* **Financial and contract literacy and negotiation** – provides high level financial understanding and demonstrable contracts literacy and negotiation skills

**Non-Executive Chair application process**

* Request an Application Form from Matthew Thomas, HR Manager, Glamorgan CCC – [matthew.thomas@glamorgancricket.co.uk](mailto: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 Nominations Panel will review all forms and check all information required has been received. After a short-list has been decided by the 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 Panel.
* The Nominations Panel will make recommendations to the Board.
* An induction process will be put in place for the Chair.
* The recruitment 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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