

Independent Chair Role Description

Overview

The Independent Chair is a Director appointed by the Parkour Earth Board, free of any close connection to the Federation and/or Members of the Federation, who would be viewed as independent.

In line with our equality and diversity goals, and the UK Code for Sports Governance, Parkour Earth aims to achieve a more diverse Board of Directors. Prioritisation will be given to applications from those communities or segments of the global population who are currently under-represented on the Board (other genders, ethnicities, and people with disabilities).

Term

The Independent Chair is appointed for an initial four year term. They shall retire from office at the conclusion of the fourth AGM (Annual General Meeting) following the commencement of their term of office but shall then be eligible for reappointment for a second four year term.

Time Commitment

The Independent Chair is expected to devote such time as is necessary for the proper performance of their duties and should be prepared to spend at least 1 day per month, after the induction. This is based on preparation for and attendance at:

- Chairing scheduled Board meetings (approx. 6 p.a.)
- The annual Board strategy planning sessions (approx. 1-day p.a.)
- Chairing the AGM/GM (approx. 1-2 days p.a.)
- Possible training and development (approx. 1-day p.a.)
- Meetings as part of the Board evaluation process (approx. 1-day p.a.)

Unless urgent and unavoidable circumstances prevent them from doing so, it is expected that the Independent Chair will attend and Chair many the meetings outlined above.

The nature of the role makes it impossible to be specific about the maximum time commitment, and there is always the possibility of additional time commitment in respect of preparation time and ad-hoc matters which may arise from time to time, and particularly when Parkour Earth is undergoing a period of increased activity. At certain times it may be necessary to convene additional Board, committee or AGM/GM meetings.

The average time commitment will increase following acceptance of a role on a committee or otherwise given additional responsibilities. Details of the expected increase in time commitment will be covered in any relevant communication confirming the additional responsibility.

Remuneration

The role of Independent Chair is a voluntary non-remunerated role, as all Board positions are non-executive.

Skills and Experience

The Board requires an Independent Chair who can help develop and maintain Parkour Earth's strategic focus and direct the changing organisation towards its future. They will need to be able to make a commitment to Parkour Earth and devote the necessary time, have strategic vision, independent judgment, an ability to think creatively, and a willingness to speak their mind whilst also mediating discussion amongst the Board.

Parkour Earth is particularly interested in an Independent Chair who has the relevant skills and experience in legal, regulatory, and governance, but is also open to expertise in:

- Marketing and public relations
- Fundraising and sponsorship
- Finance and accountancy

Ideally, the successful candidate will be able to demonstrate:

- An impressive track record of success in the private, public and/or voluntary sector
- The ability to operate at Board level for an International Federation of Sport
- A good understanding of the role that sport plays internationally – particularly a modern lifestyle sport like parkour
- Ability to think creatively and strategically
- The skills to challenge current thinking at Board level
- A clear commitment to improving diversity and equality and understanding the needs of underrepresented groups in sport
- A good understanding of 'Good Governance', including the UK Code for Sports Governance or similar.

Responsibilities and Duties

The Independent Chair is expected to lead the Board in:

- Reviewing the progress of the Federation
- Reviewing the policies of the Federation
- Considering a strategic plan for the future of the Federation
- Adopting and amending the Regulations
- Marketing and promoting the sport internationally at the Federation's approved events
- Preparing the Federation's annual budget
- Submitting to each AGM and/or GM the Board's report together with audited accounts for the preceding period, and an outline budget for the succeeding year
- Any matter, motion or proposal having been included on the agenda at AGM or GM

The Independent Chair will be requested to serve on committees of the Board. They will be provided with the relevant terms of reference on any such appointment to a committee. Any such appointment will be covered in a separate communication.

The Independent Chair will be expected to perform their duties, whether statutory, fiduciary or common-law, faithfully, efficiently and diligently to a standard commensurate with both the functions of their role and their knowledge, skills and experience.

Expectations

Candidates will be expected to provide the following documentation during the recruitment phase:

- A CV
- A Character Reference

Successful candidates will be required to sign the following:

- A Letter of Appointment
- A Declaration of Good Character
- A Declaration of Interest
- The Conflict of Interest Policy
- The Code of Conduct
- The Gifts, Bribery & Hospitality Policy

They will also need to provide ID to support registration of their role as Independent Chair of Parkour Earth with Companies House.