



<b>ROLE:</b>	<b>CHIEF EXECUTIVE OFFICER</b>
<b>REPORTS TO:</b>	<b>THE BOARD</b>
<b>LINE MANAGER:</b>	<b>THE CHAIRMAN</b>
<b>SALARY:</b>	<b>£50 - 60,000</b> (dependent on experience)

## **MAIN ROLE AND RESPONSIBILITIES**

Boxing Scotland, in partnership with **sportscotland** has an exciting and coveted role that requires an ambitious and strategic leader to drive Boxing Scotland and its people forward to set new standards for the sport and its athletes.

Boxing Scotland has helped set some of the country's greatest boxers on the path to Commonwealth and Olympic greatness. You must be able to inspire the boxing community at all levels to improve performance and participation in line with the vision, mission and values of the strategic plan *On the Front Foot*.

As Chief Executive you will be expected to oversee the successful implementation of the plan, ensuring the highest standards of business operations at all levels and empowering a committed and passionate workforce.

You will be required to strengthen relationships with the amateur boxing community across Scotland, to champion and harness our sport's unique ability to improve the nation's health and wellbeing, and to demonstrate our commitment to diversity and inclusion for all.

You will also be the face of Boxing Scotland and, as such, are encouraged to speak proactively on behalf of the organisation.

## **Key Functions**

### Governance

- Ensure the highest standards of governance and compliance with key funding partners such as **sportscotland** and external commercial partners.
- Ensure Boxing Scotland has a respected and trusted voice among external stakeholders, locally and internationally, including GB Boxing, The International Boxing Association, and Commonwealth Games Federation.
- Lead the organisation with transparency and integrity, providing clear and demonstrable leadership to the board, your leadership team and our people.
- Ensure an effective and efficient system is in place to manage Boxing Scotland's policies and procedures, maintaining compliance with all relevant regulatory and

legal requirements including a code of conduct that is clearly communicated to all staff and reflective of the organisation's values.

#### Finances

- You will be accountable for Boxing Scotland's budget, forecasting and financial reporting and will be expected to provide full financial updates to the board.
- You will be expected to improve Boxing Scotland's commercial performance by creating new inventory and innovative opportunities for revenue generation via sponsorships and partnerships.
- You will work with your direct reports to ensure effective cost control measures and a robust risk management system.

#### Development

- Implement effective strategies and tactics to support the growth of Boxing Scotland in grassroots participation, affiliated clubs, inclusion and diversity.
- Increase the opportunities for participation in boxing and boxing activity, especially among hard-to-reach communities, including areas of multiple deprivation; among girls and women; and as a way to improve mental and physical health at all ages.
- Optimise Boxing Scotland's strategy for coach, referee and judge education and ensure the coaching framework is embedded across all members.

#### Performance

- Improve the visibility of the High Performance Centre to attract commercial sponsorship and partnership that will support the next generation of Commonwealth and Olympic boxers.
- Support the growth of the Elite Boxing Group and create a culture of performance and achievement in conjunction with the Performance Director.

### **PERSON SPECIFICATION**

#### Previous Experience

- Proven track record in a leadership position commensurate with the responsibilities of the Chief Executive role.
- A strong and relevant network that will stimulate commercial and financial growth and income diversification.
- Strong track record of cultivating effective relationships at board level, and among partners and stakeholders including government and local authorities.
- Experience of implementing a successful strategic plan aligned to performance people-management.
- Experience of budget management and an appreciation of the risks associated with current financial model.
- Assured public speaker and experience in handling media.

## Skills and abilities

- Ability to act as a valued ambassador and champion for Boxing Scotland.
- Leadership skills to motivate and inspire our people.
- Strategic thinker and planner with a vision for Boxing Scotland.
- Innovative, with the ability to identify and exploit business opportunities when they arise.
- Ability to build effective relationships with members, colleagues, Board members and external stakeholders.
- Excellent organisation and planning skills to cope with a varied workload and ability to handle change and prioritise workloads effectively.
- Ability to work under pressure and prioritise work to meet deadlines, use initiative, make judgements and take decisions.

## Knowledge

- A demonstrable understanding of how Sports Governing Bodies operate.
- A knowledge of the Scottish boxing landscape and its diverse stakeholders, including at community level, is desirable.

## Values

- Motivated, enthusiastic and self-starting with a commitment and drive for organisational development.
- Committed to ensuring high standards, efficiency and outstanding member service
- Committed to values of Boxing Scotland and in particular equality, inclusion and diversity.
- Confident in own abilities to work as part of a team or on own initiative.

The organisation is fully committed to equality of opportunity for all job applicants and aims to select people for employment on the basis of their skills, abilities, experience, knowledge and, where appropriate, qualifications and training. However, the organisation requires job applicants for this post to give the organisation permission to apply via Disclosure Scotland for a relevant disclosure under the Protection of Vulnerable Groups (Scotland) Act 2007.

It is a legal requirement for the role that the successful applicant is a member of the PVG scheme and any subsequent employment offered will be on the condition that is requirement is successfully met.

CV with cover letter should be forwarded to [marianne.crichton@boxingscotland.org](mailto:marianne.crichton@boxingscotland.org) no later than Monday 16<sup>th</sup> November 2020 at midday.