



# Appointment of Chair Recruitment Pack

British Orienteering are seeking to appoint a skilled, committed and inspirational individual to lead our exceptional board of directors.







# About British Orienteering

British Orienteering is the national sports governing body for the sport of orienteering in the United Kingdom. It was founded in 1967 and currently has around 9,000 members. A further 38,500 non-members take part in the sport each year.

We are a sport striving to build on our past success by expanding our participation base into new markets and aiming to continue our record of punching above our weight in international competitions.

We are a small, dynamic and forward-thinking organisation, with a staff of 15, and a turnover in 2023 of c.£1million. In the summer of 2024, we will host the World Orienteering Championships in Edinburgh.

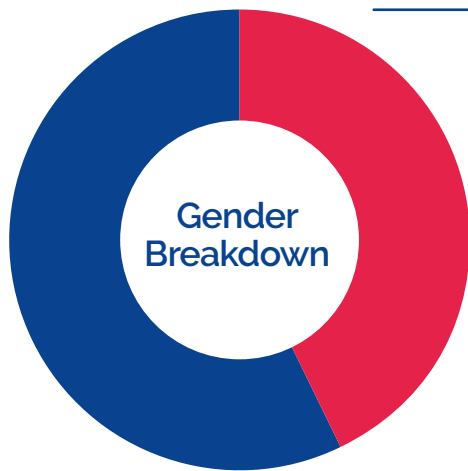
However, the external environment is changing. We will be operating in a challenging funding environment and therefore will have to develop the long-term strategy to develop our income streams and ensure the long-term sustainability of the sport against the background of a valuable and aging volunteer base.

# Facts & Figures

2023  
Membership **8953**



16-40 Age range  
**1909**



**43%** Female  
**57%** Male



PARTICIPATION  
(COMPETITIONS)  
**150,323**



## What is orienteering?

Orienteering is an exciting outdoor adventure sport. It exercises mind and body and is suitable for all ages and fitness levels.

The aim is to navigate between checkpoints (or 'controls') marked on a special orienteering map. There is no set route, so the skill and fun come from trying to find and navigate the best way between each control.

In competitive orienteering, the challenge is to complete the course in the quickest time.

## Where can I go orienteering?

Orienteering can take place anywhere from the streets of Central London to the wilds of the Scottish Highlands and everywhere in between, including forests, parks, moorland, town centres, school playgrounds, and university campuses.

## The Board

The Board is made up of six directors elected from and by our membership, three independent directors, the CEO, and the Chair. Together, they bring a wide range of skills, perspectives and expertise.

It is vital that the Board represents the diversity of the community that we are seeking to attract to the sport, including (but not limited to) in respect of gender, age, ethnicity, and disability. We are hoping to attract a diverse range of candidates and would welcome applications from all communities, in particular people from ethnic minority communities and disabled people.

## The Role

Working with the Board and the CEO, the Chair will:

- Provide the drive, vision and ambition to create and develop the future strategy of British Orienteering.
- Take the lead in ensuring the highest standards of conduct and governance for the organisation, including financial and legal compliance.
- Ensure all activities are conducted in accordance with British Orienteering's purpose and values, and as set out in the articles, strategies, and policies.

## Term

This appointment is for a term of three years from the end of the Annual General Meeting in 2025. The Chair may stand for up to a total of three terms (total 9 years) but must then stand down.

The current Chair stands down at the end of the AGM in 2025, in all likelihood to be held in spring/early summer. However, we hope the new Chair Designate will join the Board as an observer/guest to facilitate a handover period prior to taking up the appointment.

## Hours worked

We hold approximately five full-day board meetings a year. These are usually hybrid, alternating between different city-centre venues (currently Birmingham, London and Manchester) and with online participation possible.

In addition, the successful candidate will be expected to attend various British Orienteering events and competitions throughout the season.

Time commitment will be in the region of three days a month.

## Salary

Voluntary with reasonable expenses paid.

## Key duties

### Strategic Focus

- 1** Lead the oversight and delivery of the vision, strategy, values and policies of British Orienteering, in collaboration with the CEO and Board members.
- 2** Ensure the organisation pursues its objectives as defined in the Articles of Association.
- 3** Guide the Board in fulfilling its responsibilities for the highest standards of statutory and regulatory compliance, contractual and commercial obligations and good governance.
- 4** Guide the Board in ensuring the organisation's financial stability by enabling discussions on the most appropriate use of funds and appropriate risk management.
- 5** Maintain awareness of the organisation's performance in all areas and take action if required.
- 6** Ensure the organisation protects its reputation and adheres to its values.

## Leadership

1. Provide effective leadership to the organisation, including understanding the views of members and representing the organisation to both internal and external stakeholders.
2. With the CEO, ensure effective implementation of Board decisions.
3. Act as a signatory/responsible person for British Orienteering where appropriate.
4. Use and share knowledge to promote orienteering and develop British Orienteering.
5. Be an advocate for British Orienteering and the sport of orienteering.
6. Endeavour to ensure British Orienteering is regarded as a respected governing body.

## People Management

1. Lead in identifying and meeting the induction and ongoing development needs of individual Directors, in conjunction with the CEO.
2. Ensure that the performance of individual Directors, and the Board as a whole, is evaluated regularly, and perform regular performance reviews.
3. Provide guidance and support to the CEO in the performance of their duties and carry out regular performance reviews.



## Board Management

1. Set the Board agenda, in conjunction with the CEO.
2. Chair meetings of the Board to promote effective decision-making and constructive debate.
3. Encourage active engagement by all the members of the Board.
4. Ensure the effective operation of Sub-Committees
5. Build an effective, skilled and diverse Board, evaluating its performance, initiating change and planning succession in Board appointments.
6. Ensure that the performance of the Board and its Sub-Committees are evaluated regularly.
7. Facilitate change in order for the Board and British Orienteering to continuously improve and develop.
8. Address any area of conflict within the Board or organisation, in conjunction with the CEO.

## Communication

1. Ensure that Board members receive accurate, timely and clear information, in particular about the organisation's performance, to enable the Board to take sound decisions, monitor effectively and provide advice to promote the success of the organisation.
2. Promote effective relationships and open communications, inside and outside the boardroom, between Directors, staff and stakeholders.
3. Ensure effective communications with all major stakeholders, especially members and the wider orienteering community.

## How to apply/ Timetable

To apply, please submit an up to date curriculum vitae, including comprehensive details of key achievements and responsibilities, along with a covering letter of application (no more than two sides of A4) addressing the person specification to: Peter.hart@britishorienteering.org.uk by midday, Friday 30 August 2024.

Candidates are asked to provide an email address and suitable daytime and evening contact numbers.

### Interviews:

Week commencing 9 September 2024

If you would like to discuss this opportunity further please contact:

Drew Vanbeck,  
Chair British Orienteering  
Email: drew.vanbeck@britishorienteering.org.uk

or

Peter Hart,  
Chief Executive  
Email: peter.hart@britishorienteering.org.uk

Or call: 01629 583037

## Supporting documents

- Articles
- Accounts
- Annual Report





Orienteering can take place anywhere from the streets of Central London to the wilds of the Scottish Highlands and everywhere in between.

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