THE ROLES

England Ice Hockey (EIH) is seeking to appoint two Independent Non-Executive Directors (INED) to contribute to the work of the Board.

* **INED with HR/People experience and Chair of the HR and Remunerations Committee**
* **INED with independent director responsibilities**

To satisfy the definition of ‘independent’, candidates appointed to these roles must be completely free from any commercial connections with ice hockey in the UK, must not hold a significant role in a club or other ice hockey related organisation and must, from the perspective of an objective outsider, be viewed as independent. Participation in the sport or a non-political or commercial involvement in ice hockey, does not in itself prevent any individual from being appointed. Any potential conflicts to being considered independent should be declared within the application.

ABOUT ENGLAND ICE HOCKEY

England Ice Hockey (EIH) is the National Governing Body for ice hockey in England and Wales and is responsible for promoting and developing the sport of ice hockey at all levels from grassroots through to England teams.

EIH has a membership of over 450 clubs and 10,000 competitive players, coaches and officials. It oversees the delivery of the talent pathway for players and the organisation of leagues and recreational ice hockey. EIH is also responsible for the development of coaching and officiating programmes and the safety, safeguarding and welfare of its members.

EIH is undergoing a period of change which includes establishing a relatively new board, developing stronger links with Ice Hockey UK and revisiting the strategy it launched in 2023.

EIH employs a small number of staff who are based at the company office in Sheffield and works with hundreds of volunteers who are engaged in the development and delivery of the sport at all levels within England and Wales.

THE BOARD OF EIH

The role of the board of EIH is to provide leadership of the organisation within a framework of prudent and effective controls which enables risk to be assessed and managed. The board approves and monitors the company’s strategic plans, ensures that the necessary financial and human resources are in place for the organisation to meet its objectives and reviews management performance. The board also sets the company’s values and standards and ensures that its obligations to its members and stakeholders are understood and met.

The Board consists of a maximum of 11 non-executive directors, 5 of whom are elected by the AGM and up to 6 directors, including the Chair and Vice-Chair, who are appointed by the board on a competency basis. INEDs are appointed through an open, competency based recruitment process led by the Nominations Committee.

KEY RESPONSIBILITIES OF NON EXECUTIVE DIRECTORS OF EIH (GENERAL)

(Please see Appendix 1 for the additional requirements for each of the two roles)

Directors are accountable to Nick Cross, Chair of the Board of EIH.

All directors work alongside their board colleagues as equal members of the Board and share responsibility for the decisions made by the Board and for the success of EIH.

A Director of EIH is expected to;

* Be committed to the purpose, objectives and values of the organisation
* Provide considered and constructive comment and challenge to the executive team in relation to execution of the strategic plan, policy development and corporate governance
* Ensure implementation of the organisation’s business strategy, strategic objectives, policies and values
* Offer a wider view of external factors affecting the organisation and the environment it operates in and thereby provide creative, informed and constructive input when considering the objectives and plans submitted by the Chief Executive
* Ensure that EIH fulfils its statutory duties under the Companies Act 2006 and related legislation and to appoint competent person(s) to carry out these duties
* Ensure EIH complies with the Code for Sports Governance.
* Be constructive about other board members’ views and contributions during meetings
* Be able to act reasonably and responsibly when carrying out the role of board member, understanding and accepting their legal duties
* Maintain confidentiality on sensitive and confidential information
* Be able to make collective decisions and to stand by, and explain those decisions
* Demonstrate a commitment to equality, diversity and inclusion and to environmental sustainability
* Act as an ambassador for the sport and as the guardian of EIH’ reputation with all stakeholders
* Act in accordance with the Board of Directors’ Code of Conduct at all times

STATUTORY RESPONSIBILITIES OF NON-EXECUTIVE DIRECTORS

In accordance with the Companies Act 2006, Directors also have statutory responsibilities to;

* Act in accordance with the Articles, and to use powers only for the purposes for which they were conferred
* Promote the success of the organisation for the achievement of the objects
* Exercise independent judgment
* Exercise reasonable care, skill and diligence.
* Not to accept benefits
* Declare to the other directors any conflicts of interest

DESIRABLE SKILLS AND EXPERIENCE

INEDs will be recruited and appointed by the Board, to enhance decision making by providing objective scrutiny and independent perspective drawing on their current and previous experience.

The composition of the board shall be monitored annually against a skills matrix with the intent to create a board with a strong skills, gender and wider equity balance and seek to ensure that the membership of the Board is representative of the community of EIH.

In particular, EIH is seeking INEDs who have some or all of the following skills and experiences:

* Demonstrable experience of operating at board level as a senior executive or a non-executive director
* A good understanding of corporate governance, strategic planning and risk management
* A strategic thinker, able to analyse complex information, demonstrate clear analytical intellect and add significant value to evidence-based decision making
* Numeracy and the ability to understand the financial arrangements within EIH
* Effective communication and interpersonal skills, able to liaise effectively with a wide range of stakeholders and audiences.
* An appreciation of operating within a voluntary organisation with many partnership and stakeholder relationships
* A passion for sport and a good understanding of the voluntary sports sector

REMUNERATION

These are voluntary and non-remunerated roles, however EIH will cover reasonable travel and other expenses in line with its expenses policy.

LOCATION

Board meetings will be held virtually and in person at different locations in England. Attendance at events and to represent the board may also be required from time to time.

TIME COMMITMENT

The time commitment anticipated is up to two to three days a month equivalent. There is a requirement to attend 6-8 board meetings a year, to sit on board committees as agreed and occasionally to attend events and represent EIH.

The Chairs of the HR & Remuneration Committee and the Governance and Risk Committee will be required to commit some additional time equating to a total of circa 3 to 4 days a month equivalent.

LENGTH OF TERM

Independent Directors shall be appointed for a four year term. At the end of the first term directors are eligible to be reappointed by the Board for a second term of up to four years.

HOW TO APPLY

Should you wish to discuss this role further, please contact the Senior Independent Director to arrange a discussion: [duncan.hough@englandicehockey.com](file:///D%3A%5CEIH%5CBoard%5CINED%20recruitment%5Cduncan.hough%40englandicehockey.com)

Applications should be made by submitting a CV and supporting statement (of no more than one page) outlining your motivations and the value you could bring to the board of EIH.

Applications should be submitted by email to: Recruitment@englandicehockey.com

Closing date: Wednesday 18 December 2024 at 10.00am

**Attachment: Appendix1**

**APPENDIX 1**

**ENGLAND ICE HOCKEY**

**ADDITIONAL AND SPECIFIC REQUIREMENTS FOR EACH OF THE TWO INED ROLES**

**INED WITH HR/PEOPLE EXPERIENCE AND CHAIR OF THE HR AND REMUNERATIONS COMMITTEE**

**The specific responsibilities of this role are to:**

* Chair the HR & Remunerations Committee which meets 4 times per year
* Ensure EIH complies with all relevant laws, regulations, and corporate governance standards related to HR and remuneration.
* Ensure EIH has the correct HR policies in place and scrutinise the implementation of these
* Periodically review the company’s terms and conditions of employment and approach to staff remuneration1.
* Assess and monitor risks related to HR and remuneration, including financial, operational, and reputational risks.

**Qualifications and experience**

* Proven experience as a Non-Executive Director or in a similar governance role.
* Strong understanding of HR practices, remuneration strategies, and corporate governance.
* Excellent communication, interpersonal, and leadership skills
* A recognised HR/People management qualification

**INED WITH GENERAL DIRECTOR RESPONSIBILITIES**
The board would welcome applications from candidates who can carry out the responsibilities of an INED and who meet the skills and experience requirements outlined above and who would bring additional expertise to the board in any of the following areas:

Commercial partnerships and sponsorship

Communications

Digital strategy

Equality, diversity and inclusion

Ice Hockey or other performance sport

Financial management

Risk management