



VACANCY

**CHAIR, COMMONWEALTH GAMES
SCOTLAND**

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CHAIR, COMMONWEALTH GAMES SCOTLAND



About the Role

Commonwealth Games Scotland is seeking to recruit an independent chair who can support the continued success and momentum of the organisation over the next four-year cycle, incorporating the 2026 Victoria Commonwealth Games and following the success of Team Scotland at the Birmingham 2022 Commonwealth Games.

The Chair leads the Board of Directors, which is responsible for the strategic direction of CGS, overseeing the overall management and implementation of the agreed strategy and business plan.

The Senior Leadership Team is led by the Chief Executive Officer (CEO) and is responsible for the day-to-day running of the organisation. The Chair provides the link between the CGS Board, membership and the leadership team, and works closely with the CEO to implement and evolve the overall strategy for CGS.

About Commonwealth Games Scotland

CGS is the lead body for Commonwealth sport in Scotland. We select, prepare and lead Team Scotland at the Commonwealth Games and Commonwealth Youth Games.

Our Vision: Team Scotland and the Commonwealth Games inspiring Scotland to be physically active and successful in the sporting arena.

Our Mission: Use our unique position in Scottish sport to lead and maximise the benefits for Scotland, our member sports and athletes by:

- Enabling Team Scotland athletes to perform to their potential at the Commonwealth Games and Commonwealth Youth Games.
- Making the nation proud.
- Operating in a fair and inclusive way.

Application Process

To apply for this role, please email info@teamsotland.scot with your application.

Closing date for applications is **midday on Friday 21st April 2023**.

Shortlisted candidates will be invited for an in-person interview in Stirling, with provisional interview dates on the afternoon/early evening of Tuesday 2nd or Wednesday 3rd May 2023. Interviews will be conducted by a panel comprising the Current Chair, Past Chair, Board Equality Director and an Independent panel member.

Any enquiries regarding the role should be sent to Jon Doig, CEO:
jon.doig@teamsotland.scot, 01786 466 480.



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Role Title:	Chair, Commonwealth Games Scotland
Responsible to:	CGS Company Members
Voting:	Only if casting vote is required
Term:	Up to a four-year term, and may be extended for a further four-year term
Start Date:	1 st June 2023
Anticipated Time Requirements:	Approximately two-day equivalent per month – average 24 days per year
Key Responsibilities:	<ul style="list-style-type: none">- Lead the development and delivery of CGS’s Strategic Plans and put in place regular reviews of the long-term vision and strategic goals.- Encourage the Board’s involvement in the strategic planning of the organisation and key decision-making.- Chair all meetings of the Board, AGMs and EGMs as required.- Prepare and present a report to the membership at the AGM.- Develop an agenda for Board meetings in consultation with the CEO.- Work in partnership with the CEO to ensure Board resolutions are carried out.- Line manage the CEO, including through the organisation’s annual performance review process.- Carry out annual reviews for all Board Directors and agree Director objectives in line with the needs of the business.- Act as a project sponsor for a variety of projects, bringing outside knowledge, experience and innovation to the organisation.- Develop, in conjunction with the CEO, external relations with appropriate partners.- Ensure the organisation delivers against its agreed budget.- Ensure CGS complies with the standards of good corporate governance, including risk management.- Maintain careful oversight of any risk to reputation and/or financial standing of the organisation.- Keep informed on sporting and wider issues of relevance to CGS.- Abide by CGS Code of Ethics and wider Director obligations in accordance with the Companies Act 2006.- Advocacy of CGS and Team Scotland Games plans and objectives to members and partners.- Act as part of collective Board decision-making on behalf of all sports and athletes.



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Person Specification:	<ul style="list-style-type: none">- Significant standing with a high-profile corporate, commercial, charity or public sector background and/or in a National Governing Body of Sport, national sports organisation or commercial sports business.- Experience at board level, ideally as chair or senior executive or non-executive director, is essential.- Strong interest in sport and knowledge of the Scottish sporting landscape.- Good networks.- Excellent interpersonal and communication skills, essential to engage a wide range of stakeholders and to act as an effective advocate and ambassador for Commonwealth Games Scotland.
Additional Duties:	<ul style="list-style-type: none">- Representation at Commonwealth Games Federation General Assembly and European Commonwealth Games Associations meetings as required.- Attendance at CGS Board Meetings (approximately six evenings per year, usually held in Stirling).- Attendance at Sub Committee meetings as allocated.- Attendance at CGS partner events on behalf of CGS as scheduled.- Representation at Commonwealth Games and Commonwealth Youth Games.
Remuneration:	<ul style="list-style-type: none">- Remuneration will be circa £10,000 per annum, paid monthly.- Reasonable expenses incurred in the delivery of the role will be paid monthly in accordance with CGS Expenses Policy.

Equality Statement

CGS endorses the principle of sports equality and will endeavour through our policies, procedures, actions and decision-making to ensure that no person (employee, volunteer, member or participant) who is part of CGS or who comes into contact with CGS, receives less favourable treatment on the grounds of race, gender, disability, sexual orientation, religion, age or social background.

CGS encourages applications from suitably qualified and eligible candidates irrespective of their gender, ethnicity, religion, belief or sexual orientation.

We welcome candidates who display a range of skills, contacts and experience to bring to the role, alongside a passion for and understanding of how sport and the Commonwealth Games can contribute to wider society.

