



Role Title:	Swim England South West Regional Chairman.
Responsible to:	Swim England South West Regional Management Board.
Appointed by:	Swim England South West Regional Management Board.
Term of office:	Four years, with a maximum of two consecutive terms of office.
Status	Voluntary Position – skills based appointment

Responsibilities:

- To chair Swim England South West Regional Management Board meetings and the Regional Annual Council Meeting.
- To ensure that the Swim England South West Region acts in accordance with its constitution, ensuring Governance of the Region is compliant within the recommendations laid out by Sport England and Swim England.
- To ensure that the Swim England Equity and Child Protection policies are followed and promoted throughout the Swim England South West Region.
- To provide leadership and direction to the Regional Management Board ensuring that it is provided with appropriate and current information to enable decisions to be made and oversee the delivery of the Regional Strategy and Business Plan.
- To manage and direct Regional staff directly employed by or under contract from other organisations to provide services to the Swim England South West Region.
- To liaise with outside partners and agencies that may be relevant to the ongoing development of the South West Region.
- To work closely with the Vice-Chairman and members of the Regional Management Board delegating matters as and when appropriate.
- To liaise with the Regional Finance Officer to secure and maintain a sound financial base at all times.
- To ensure that the performance of the Region and its committees, sub-committees, and volunteers are regularly monitored in line with the aims and goals set out in the Strategy and Business Plan of the Swim England South West Region.
- To develop and maintain relationships and communication with County Associations, Clubs and members across the Region.
- To ensure the skills base of the Members of the Regional Management Board is as broad as possible, ensuring appropriate steps are taken to enable Board Members to develop and enhance those skills.
- To represent the Swim England South West Region at key Swim England meetings, liaising when appropriate, with the other Regional chairmen, members of the Swim England Management Team and Swim England Board, reporting back to the Regional Management Board and any other relevant South West Region committee or group.



Swim England
South West

Person specification:

ESSENTIAL	DESIRABLE
Be prepared to become a member of a Swim England affiliated club	Commercial / business background
Strong leadership skills with ability to motivate members of the Management Board to form an effective and cohesive unit.	Previous experience of chairing a high level committee / board in a voluntary or other organisation
Experience of people management and development with knowledge of HR practices.	Ability and willingness to forge, establish and maintain successful relationships with key partners
Good organisational skills, able to delegate and work within required timescales.	Knowledge and understanding of the ASA Club constitution
Experience of establishing and working to strategic plans and objectives	An understanding of Swim England and South West Regional Laws and Regulations
Effective and confident communicator with comprehensive IT, literacy and numeracy skills	
Overarching knowledge of the sport of swimming including an understanding of the key issues for clubs and counties.	
Has sound financial understanding	
Availability and willingness to attend meetings and deal with issues as and when required	



Notice:

Applications are invited from suitably experienced individuals interested in the strategic role of Chairman of the Regional Management Board for the Swim England South West Region. This is a voluntary role for a four-year period .

The successful applicant will be expected to provide leadership and direction to members of the Management Board and to members of the Swim England South West Region. He or she will manage staff directly employed by the Region.

The successful applicant will liaise with Swim England, other partners and outside Agencies to promote and develop the Swim England South West Region and ensure it remains financially viable. Proven leadership, management skills and knowledge of modern business practice is essential.

Applicants should consider both the job description and person specification when applying for the role.

If you feel that you have the suitable skills and attributes for this role, then we would like to hear from you.

For an informal discussion please contact the Swim England South West Regional Office on 01823 666792

Applications may be submitted either on line to: Chris.Vickery@swimming.org
or by post to:

Swim England South West Regional President,
Swim England South West Office
Castle Business Centre
Castle Road
Chelston Business Park
Wellington
TA21 9JQ

The closing date for applications is Monday January 14th 2019

Interview date to be arranged during w/c February 11th 2019.

Commencing date: Following the Regional ACM during September 2019.