

Director/Trustee Role Description



Background

Active Partners Trust (APT) was set up in autumn 2017 to work in Derbyshire and Nottinghamshire, bringing together the two county organisations of Derbyshire Sport and Sport Notts. APT is a not-for-profit company limited by guarantee and a registered charity. Formally, as a company we have directors, as a charity we have trustees. They are the same people and for the rest of this document, they will be referred to as Directors.

We wish to increase the size of our board from 9 to 12 Directors. Our Chair is due to stand down sometime in 2024 so we are looking to recruit 3 or 4 new Directors to join our board. To see who you would be sitting alongside, click [here](#).

APT has two outward facing brands: **Active Derbyshire** and **Active Notts** and a team of 33 who work fluidly across both counties. You can see what we look like [here](#).

To understand what the team do, how we work and the values and behaviours that underpin us, check out our [Join our Team](#) webpage.

We are all, team, board directors and panel members, working to achieve our shared vision described in [Making our Move](#):

Together we will address inequality and empower everyone to be active in a way that works for them

We are committed to inclusion. We believe it is important for our team, our board and our panels to be reflective of the communities we work with. Currently we are not yet where we would like to be. We use lived experience to drive our work, whether it is our own or from residents. We strive to build a culture that celebrates diversity and is inclusive for all, recognising sometimes an equitable approach is needed. We welcome people to join our organisation, as a board member, panel member or employee from all walks of life. You don't need experience in sport and physical activity to join us.

The role

All APT Board Directors are non-executive Directors. The key functions of a Director on the APT Board are:

- to set the vision, purpose, strategy and policies of APT;
- to oversee the budgets, plans and management of APT and

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- to bring knowledge, skills and experience from their work and/or voluntary background, and/or relevant qualifications, to the Board's discussions;
- to attend the Annual General Meetings of APT;
- to act, as and when required, as a member of sub committees or working groups set up by the APT Board e.g. finance, audit and risk committee, nominations committee, people and resources committee, Active Derbyshire and Active Notts panels;
- to maintain such contacts with APT's partners and stakeholders as may be requested by the Board;
- to support the chair and the APT Board in promoting the work of Active Partners Trust, Active Derbyshire and Active Notts in the public arena;
- to participate in regular reviews of the Board's own effectiveness in carrying out their responsibilities and functions.

Time Commitment

Active Partners Trust will usually hold four board meetings and an Annual General Meeting in each year. Board meetings are normally face to face and currently take place early evening, (17:00 - 19:45). Directors will also be involved in other meetings or other working groups relevant to their area(s) of expertise. The time commitment role is expected to be around the equivalent of two days per quarter.

Person Specification

Our board is a welcoming and committed group of people who share with us their experience and their observations. We have reviewed the knowledge and experience of our Directors and we are strong in many areas. We have identified the following knowledge/experience gaps:

- environmental sustainability
- equity, diversity and inclusion
- communications particularly via digital media
- local government including the new combined authority
- safeguarding - young people and adults

However, if you don't have the above but you are interested in APT and being a Director, we would still like to hear from you. The other areas we are interested in are:

- systems thinking & leadership
- understanding of resident voice & community engagement
- community/voluntary sector
- insight & data analytics
- education
- health & social care
- physical activity, sport, and leisure
- charity governance
- finance
- legal
- human resources

We are also looking for new Directors who:

- Have a belief in the wider benefits of more active lifestyles (sport, physical activity, walking) to the residents of Derbyshire and Nottinghamshire.
- Have knowledge of one or both counties.
- Have a strategic perspective and an ability to demonstrate long-term vision.
- Enthusiasm, energy and an ability to make things happen.
- A willingness to devote the necessary time and effort to develop and promote the organisation.
- Selflessness, integrity, objectivity, accountability, openness, honesty and leadership (The Nolan Principles of Public Life).
- A willingness to commit to the mandatory APT Board Code of Conduct, as required under the 2021 Code for Sport Governance. This can be provided on request.

To find out more and apply

Join us on a Teams call to hear more about APT and how the board works from some board members. This is a chance to ask any questions you may have. There are two date options:

Wednesday 7 February 6pm-7pm or

Tuesday 13 February 5pm-6pm

To be sent the link, please register [here](#)

Whether or not you wish or can join the Teams call, you can still apply by sending in your CV and covering letter explaining why you are interested in the role of Director, by Sunday 25th February to margaret.blount@activepartnerstrust.org.uk

If you are interested in Active Partners Trust, would like to be involved but are not sure whether being a Director is right for you, we are also interested in hearing from people who might like to join our Active Notts or Active Derbyshire panels. Take a look at the role description for them too [here](#)

Please note that these are voluntary positions, but reasonable out-of-pocket expenses can be claimed.

APT aspires to the highest standards of governance, in line with the national Code for Sports Governance. More information about this can be provided.

Jan 2024