



Bath City FC Board Chair (Supporters Society appointment)

Role Description

Last updated: March 2024

Board membership	<ul style="list-style-type: none">• The Bath City Supporters' Society elects six members of Bath City FC's nine-person board. These are voluntary unpaid positions.• Usually two Board members are elected each June at the Society's AGM for a three year tenure. Retiring Board members may be re-elected. No Board member can serve more than two consecutive three year terms, unless there are overriding and unusual considerations.• Sometimes the Society appoints Board members on a temporary basis e.g. if a Board member leaves mid-term or a particular skill is needed.• Nominees for the Club Board must be fully paid-up members of the Supporters' Society.• Directors usually have specific roles on the Club Board - e.g. Commercial, Community, Football, Finance, Operations and Sales and Marketing.• This arrangement will be in place until the Club becomes fully owned by Community shareholders.
Community Club	<p>Elected Board members are first and foremost a director of Bath City FC Ltd. and that is where their legal duties lie.</p> <p>However, they are also answerable to the Supporters Society and are expected to work in the spirit of a community-run organisation and understand the principles, aims and rules of the Supporters Society (see https://www.bathcitysociety.org for more information).</p> <p>It falls on each director to use their judgement to balance their obligations when making decisions. The Society's objects are to benefit the community by:</p> <ul style="list-style-type: none">- <i>being the democratic and representative voice of the supporters of the Club and strengthening the bonds between the Club and the communities which it serves;</i>- <i>achieving the greatest possible supporter and community influence in the running and ownership of the Club;</i>- <i>promoting responsible and constructive community engagement by present and future members of the communities served by the Club and encouraging the Club to do the same;</i>- <i>operating democratically, fairly, sustainably, transparently and with financial responsibility and encouraging the Club to do the same;</i>- <i>being a positive, inclusive and representative organisation, open and accessible to all supporters of the Club regardless of their age, income, ethnicity, gender, disability, sexuality or religious or moral belief.</i>

	<p>The relationship between the Club and the Supporters Society is set out in a Memorandum of Understanding, again available at https://www.bathcitysociety.org</p>
<p>Key tasks and responsibilities</p>	<ul style="list-style-type: none"> - Ensure, along with fellow directors, that the club operates in a financially sound and sustainable manner. - Offer skills and advice to the Board and its Chair through monthly Board meetings and interim communications. - Help to achieve the football club’s strategic objectives by developing and implementing relevant business plans. - Build and maintain good relationships with stakeholders (including the supporter base, the wider community, shareholders, business partners and agencies). - Stay informed of progress in areas across the football club so as to contribute meaningfully to the overall management, prevent issues and solve problems. - Have a general understanding of the interests of the Club and the problems and possibilities facing clubs such as ours. - Take leadership of an agreed working group/workstream within the Club, organising and attending meetings of said group, supervising its work and its staff/volunteers, delegating responsibilities, offering guidance and motivation. NB the Society, in conjunction with the Board, will seek to nominate directors with the appropriate skills and abilities to lead said workstreams. - Act as a representative of the Club in ways that strengthen its profile (e.g. attending matchdays, meeting supporters at games, participating in community activities and promoting the Club and its interests). - Ensure the views and aspirations of the Society membership are taken into account in Board-level decision making and understand and accept the Memorandum of Understanding which sets out the working relationship between the Society and the Board. - Work to a high level of professionalism, operating within any good practice standard or policies adopted by the Club. - Work to achieve full community ownership as soon as is reasonably practicable.
<p>Qualities and skills required</p>	<p>Essential:</p> <ul style="list-style-type: none"> - Understand and promote the long-term aims, ethos and principles of the Supporters’ Society and democratic community ownership, as stated in the Society’s Rules. - Good communication and interpersonal skills - Good organisational and leadership skills - Good problem-solving abilities and strategic thinking - Good team player with networking skills - Commitment to the Club’s community values - Meets all UK legal requirements relating to being a Company Director

	<ul style="list-style-type: none"> - A fit and proper person according to the Football Association's Fit and Proper Person Test <p>Desirable:</p> <ul style="list-style-type: none"> - Experience and/or knowledge of community or membership-run organisations and relevant best practice - Experience at senior management level - Personal contacts within local area and / or within football that will help build the club's profile, revenue, influence or awareness - An understanding of the history and spirit of the Club
Key tasks and responsibilities	<p>The Chair is responsible for leading the Club's Board in pursuance of The Club's strategy.</p> <p>Key responsibilities:</p> <ul style="list-style-type: none"> - Chairing regular Board meetings in line with prevailing Governance guidance, Club rules and codes - Ensure accurate minutes are taken and circulated in a timely way - Ensure good functioning of an effective Board with appropriate Director roles - Work with the Supporters Society to agree and implement the Club strategy - Be one of the public faces of the Club and fulfil media duties - Connect with supporters, local community, businesses and key public bodies to sustain and grow the Football Club
Qualities and skills required	<ul style="list-style-type: none"> - Board skills and experience - Leadership skills and emotional intelligence - Ambition to promote the Club - Good communication skills – written and verbal - Understanding the community ethos within a professional business-like approach - Understanding of non league football
Support provided	<ul style="list-style-type: none"> - Training (as appropriate/required but as minimum director training from [e.g.] Co-ops UK) - Mentoring available from the Football Supporters' Association - Peer support from the other Board members - Peer support from the Supporters Society Committee

11.03.24