

Clubs Commission Lead (Appointed)

Organisation:	British American Football Association (BAFA)
Purpose of position:	To be the Clubs Commission Lead for British American Football (Appointed)
Responsible to:	Director of Operations and the Board
Responsible for:	The effective representation, development and communication of clubs for British American Football
Length of term:	Appointed every 4 years (a Commission Lead may serve on the Operations group for a maximum of two terms of four years)
Position type:	Voluntary
Reward/ benefit:	Reasonable travel expenses paid to attend Operational meetings Plus free entry to Brit Bowl
Commitment:	To attend Operations Group meetings at least 4 times a year. Plus up to 2 hours a week voluntary time.

Key tasks and duties.

- Attend all Operations group meetings and communicate regularly with the Director of Operations
- Input into the operational plan regarding the development of clubs and clubmark
- Lead and drive club standardisation programmes such as clubmark
- Set quality standards for British American football clubs and signpost clubs to existing available resources through regular and timely communication
- Produce resources or educational support that can drive the quality of clubs in the UK
- Support club development and maximise the number of quality British American Football clubs in the UK
- Be the voice of clubs and report back on their success and challenges to the Operations group
- Report on number of clubs, including demographic breakdown of these
- Carry out all duties in the best interests of BAFA.

Key skills

- An ability to be the voice of the coaches and the membership at an operational level, whilst also being objective and seeing the bigger picture of what is required.
- Excellent communication skills
- Knowledge of clubmark and standardisation processes
- Excellent listening skills.

Key Competencies

- High level of integrity/probity

- Ability to think and act strategically
- Excellent leadership skills
- Be able communicate concisely, effectively and with transparency
- Act as a positive role model for the sport
- Take responsibility and be accountable for collective actions
- Act in the best interests of the commission, not for an external representative group
- Be able to work in partnership to develop solutions to challenges
- Demonstrable commitment to ethics within the sport
- Demonstrable commitment to equal opportunities and equality
- Have a sound awareness of fiduciary responsibility
- A general enthusiasm for the sport of American Football.

Eligibility

Any person possessing the necessary and appropriate experience in the **Key Competencies and skills** associated with being a Coaches commission lead within BAFA is eligible to be nominated and/or to apply for the position of commission lead provided they: -

- Do not possess a criminal record inappropriate for the position within the sport
- Have not previously been removed, dismissed or disciplined within or from BAFA or any other NGB or related body.

BAFA is accountable to its Membership and its stakeholders. Because of this accountability, level of responsibility and high-profile nature of the position of club's commission lead, BAFA must insist on the highest standards of integrity and probity from individuals nominated and/or applying for the position of clubs commissions lead. All nominations and applications will be carefully assessed.