



# CHAIR RECRUITMENT PACK



**VOLLEYBALL  
ENGLAND**

**VOLLEYBALL**



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FEBRUARY 2025

### 1. FOREWORD FROM ADAM WALKER

*For the past eight years, I have been incredibly privileged to serve as Chair of Volleyball England. I have had the opportunity to work with many wonderful staff members, incredibly dedicated board members, and inspirational volunteers. I have enjoyed many rewarding moments and made lifelong friends, for which I am incredibly grateful. As I come to the end of my second term and reflect on the sport's progress, it's hard to comprehend the many achievements our collective efforts have delivered.*

*In our next Chair, I believe the sport requires someone with significant insight and understanding of the ever-changing landscape of sport, both domestically and internationally. More than ever, sports organisations are being challenged to transform and diversify their offerings and services to remain relevant to their members. A forward-thinking and resilient leader is required to ensure that our ambitious goals within the Game Plan strategy are realised by 2030.*

*As we enter our 70th year, it's important that we take the time to reflect on the path the sport has taken over the years, particularly the inclusive roots that Dr. Don Anthony firmly embedded. It is my hope that the new Chair will have extensive experience and the energy to support Volleyball England's People Plan and Diversity & Inclusion Action Plan (DIAP), two pivotal pieces of work that will ensure the organisation achieves its visionary goal of cultivating a deeply rooted sense of belonging.*

*While I am sad that my time is drawing to a close, I am confident that the sport is in an extremely strong position and will continue to deliver great outcomes for our volleyball family. Although the Chair role has at times been challenging, it has also been one of the most rewarding experiences of my life. I am excited for the future and look forward to welcoming our new Chair.*

### 2. ABOUT VOLLEYBALL ENGLAND

Volleyball England is the recognised National Governing Body for volleyball, beach volleyball and sitting volleyball in England. Volleyball England is responsible for the development, promotion and delivery of volleyball across England.

At Volleyball England, our **purpose** is to lead the growth and improvement of all disciplines of volleyball in England.

Through connecting the sport at all levels and leveraging its strengths, our **vision** is to ensure that everyone in the sport feels a sense of belonging.

To help us to achieve our purpose, we will adopt five core **guiding principles**. These represent ways of working that will influence every decision we make in pursuit of these strategic priorities. As an organisation, these guiding principles commit us to act as follows:

- Our people, diversity & inclusion will be at the heart of everything we do, influencing every decision we make and the way in which we conduct ourselves.
- We will act decisively and transparently, having listened to our customers and stakeholders and made best use of all the evidence and insights available to us.
- We will embrace a culture of continuous improvement, constructively challenging the status quo at all times.
- As a modern and progressive organisation, we will look to incorporate new ideas and technology into everything we do.
- We will operate on a commercially sustainable basis, delivering financially viable products and services. We will spend our time and money wisely, investing in quality over quantity.

And finally, underpinning all of this, we have our five **values**; connected, innovative, inclusive, respectful and open. These are not just our organisational values. We believe that these are the values which should characterise every single volleyball-related relationship or interaction across our entire community; something that transcends geography, competition, ability or disciplines.

### 3. **WHY JOIN THE VOLLEYBALL ENGLAND BOARD?**

Volleyball England's strategy is called [the Game Plan](#) It's an ambitious 10-year strategy, which represents a shift in direction as Volleyball England looks to move the sport forward working collaboratively with clubs and members.

At the heart of the Game Plan are three priorities:

1. **Volleyball for Life** - We aim to better understand, articulate and promote the opportunities that volleyball provides for anyone, at any stage of their life.

2. **Get. Keep. Grow** – We will look to strengthen the English volleyball club structure by working hand in hand with clubs to help them achieve their ambitions.
3. **An Ace Service** – We will work collaboratively to deliver and continuously improve the products and services that most benefit our clubs and the wider volleyball community, while also ensuring they provide healthy revenue streams that enable reinvestment in the sport.

Now has never been a more exciting time to join the Sport and contribute to this journey as part of the Board whose primary role is to provide strategic direction and leadership to Volleyball England.

The Board is made up of (up to 12) volunteer Directors with a mix of skills and experience but with a common aim and passion to develop the sport of volleyball within England. In accordance with the Code for Sports Governance Board roles have a maximum term limit which gives us the opportunity to refresh Board roles on a rotating basis.

To help us achieve our strategy we are actively looking for dedicated and passionate individuals who can help Volleyball England achieve its strategic objectives.

We want to develop a Board from a diverse group of people with a wide range of skills, experience, and knowledge. In line with our Diversity & Inclusion Action Plan (DIAP), Articles of Association and the Code for Sports Governance, we are committed to increasing the level of diversity throughout the organisation. Whereas we welcome applications from people from all backgrounds that meet the person specification and have relevant experience, we are encouraging interest from underrepresented groups on our board which currently includes those from ethnically diverse communities, members of the LGBTQIA+ community and people with disabilities.

Volunteering on a Board can be daunting, and we will provide the relevant support and structures to help the successful candidate succeed. It is a great opportunity to be involved in the sport but also for your own personal and professional development.

If you want to know more – please do contact us at the details below or reach out to any of our current [Board members](#) who would be happy to share their experience.

#### 4. **HOW TO APPLY**

Applications to the role of Chair from individuals with a passion for sport and leadership skills would be welcomed.

Candidates are invited to apply electronically by completing the application form (set out in Appendix 1) and returning it with a short CV, giving evidence of how their experience matches the requirements of the role and how you would seek to development the sport of volleyball in England. Applications should be submitted by

Sunday 27<sup>th</sup> April 2025 Please also complete the Equalities Monitoring Form (set out in Appendix 2) and return at the same time as your application.

The Volleyball England Board has two types of Director (in compliance with its Articles and the [Sport England Code for Sports Governance](#)) - Independent Directors (which are individuals that are free from any close connection to the organisation) and Elected Directors (who must be or become members of Volleyball England and are voted in at the organisation's AGM from a Board recommendation).

The Chair is an Independent Director position.

Following receipt of applications, they will be reviewed by the Nominations Committee and those shortlisted will be invited to be part of the interview process commencing from Monday 5<sup>th</sup> May 2025 with the panel to discuss their application and what the Candidate feels they can bring to the role.

Following interviews the Nominations Committee shall make recommendations to the Board for appointment of our new Chair of the Board.

For further information or to request an informal chat, please email [governance@volleyballengland.org](mailto:governance@volleyballengland.org) and you will be contacted by a member of our Nominations Committee.

**Completed Applications should be returned electronically to:**  
[governance@volleyballengland.org](mailto:governance@volleyballengland.org).

More information on Volleyball England is available at: [www.volleyballengland.org](http://www.volleyballengland.org)

## 5. THE ROLE

In collaboration with the Board and CEO, the Chair will:

- Provide leadership, vision, and strategic direction to shape the future of Volleyball England.
- Uphold the highest standards of governance, including financial and legal compliance.
- Ensure all activities align with Volleyball England's mission, values, and governing documents, including its articles, strategies and policies.

### 5.1 TERM

This appointment is for a four-year term, commencing at the conclusion of the 2025 Annual General Meeting (AGM). The Chair may serve up to two consecutive terms (a total of eight years) before stepping down. The current Chair will conclude their tenure

at the 2025 AGM, and we encourage the incoming Chair to join the Board as an observer before officially assuming the role to facilitate a smooth transition.

## **5.2 TIME COMMITMENT**

The Board meets at least four times a year, with two meetings held in person and two conducted online.

In addition to Board meetings, the Chair is expected to work closely with the CEO and attend key Volleyball England events and competitions throughout the season. The estimated time commitment is approximately three days per month.

## **5.3 RENUMERATION**

This is a voluntary role; however, reasonable expenses will be reimbursed.

## **6. KEY RESPONSIBILITIES**

### **6.1 STRATEGIC LEADERSHIP**

- Lead the Board and CEO in setting and delivering Volleyball England's vision, strategy and policies.
- Ensure the organisation operates in alignment with its Articles of Association and strategic objectives.
- Oversee good governance, regulatory compliance, and financial sustainability, ensuring responsible use of funds and effective risk management.
- Monitor organisational performance and take appropriate action when necessary.
- Safeguard the organisation's reputation and ensure its values are upheld.

### **6.2 ORGANISATIONAL LEADERSHIP**

- Act as a key representative of Volleyball England, engaging with members and external stakeholders.
- Support the CEO in implementing Board decisions effectively.
- Serve as an official signatory and responsible representative where appropriate.
- Advocate for the growth and promotion of volleyball in England.
- Ensure Volleyball England remains a trusted and respected governing body.

### **5.3 BOARD LEADERSHIP AND DEVELOPMENT**

- Oversee Board recruitment, induction and ongoing development of Directors.

- Lead performance evaluations for individual Board members and the Board as a whole.
- Provide support and guidance to the CEO, including conducting regular performance reviews.

#### 5.4 **BOARD MANAGEMENT**

- Work with the CEO to set Board meeting agendas.
- Chair Board meetings, fostering constructive debate and effective decision-making.
- Encourage active engagement from all Board members.
- Oversee the work of Sub-Groups and Committees to ensure effectiveness.
- Build a diverse, skilled and high-performing Board, planning for succession and continuous improvement.
- Address conflicts or challenges within the Board or organisation in collaboration with the CEO.

#### 5.5 **COMMUNICATION AND ENGAGEMENT**

- Ensure the Board receives accurate, timely, and relevant information to support informed decision-making.
- Foster open and effective communication between Directors, staff and key stakeholders.
- Strengthen relationships with members and the wider volleyball community through clear and transparent communication.

Appendices follow below.

## APPENDIX 1 - APPLICATION FORM

Full Name	
Address and Postcode	
Mobile Phone	
Email Address	
Position applying for	

### 1. Employment

Please give details of your career history:

Employer	Position and Responsibilities	From	To

**2. Please state why you wish to join the Board of Volleyball England, and what you feel you could bring to the role:**

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### 3. Relevant skills, knowledge and experience.

Please refer to the role description and person specification provided and describe how your knowledge and expertise meets our requirements for this post.



**4. Are you currently, or have you been a Non-Executive Director, Director/Officer or Trustee of any organisation within the last five years? If so, please give details:**

**5. What is your current employment or profession?**

**6. Are you a member of any professional bodies, institutes or societies?**

**7. Please use the space below to provide a personal statement or any further information in support of your application.**

**8. Have you ever been disqualified as a Director or Trustee of any other organisation?**

Yes     No

If yes, please provide details:

**9. Additional information – tell us about your hobbies and interests:**

**10. Please confirm whether you are eligible to apply as an Independent Director.**

To apply to be an Independent Director you must be free from any close connection to the organisation and if, from the perspective of an objective outsider, they would be viewed as independent. A person may still be deemed to be ‘independent’ even if they are a member of the organisation and/or play the sport.

Examples of a ‘close connection’ include: (A) they are or have within the last four years been actively involved in the organisation’s affairs, e.g. as a representative of a specific interest group within the organisation such as a sporting discipline, a region or a home country, sub-group or working group; (B) they are or have within the last four years been an employee of the organisation; or (C) they have close family ties with any of the organisation’s directors or senior employees.

All applicants will be interviewed by the Nominations Committee of Volleyball England who are required to operate a competence-based recruitment process. They will make recommendations to the Board in terms of appointment.

I confirm that I am eligible to apply for the role of Chair, in an Independent Director capacity.

## 11. References

Please give details of two referees:

Name: Click or tap here to enter text.	Name: Click or tap here to enter text.
Address: Click or tap here to enter text.	Address: Click or tap here to enter text.
Relationship to you: Click or tap here to enter text.	Relationship to you: Click or tap here to enter text.

May we approach these people for references without further consultation with you?

Yes     No

### Declaration:

I declare that the information I have given in support of my application is, to the best of my knowledge and belief, true and accurate. I understand that if it is found that my statement is false or misleading, or that I withheld relevant information, my application may be disqualified or, if I am already in post, I may be removed from the Board.

I give my consent to the Volleyball England to store and process the information I have given in accordance with the Volleyball England privacy policy – available [here](#).

Signed: .....

Date: .....

Electronic signature is acceptable

## APPENDIX 2 - EQUAL OPPORTUNITIES MONITORING FORM

We are fully committed to providing equal opportunities for all employees, volunteers workers and job applicants, and to eliminating unlawful and unfair discrimination. We aim to create a culture that encourages and values diversity, and that appoints, rewards and promotes staff based on merit.

Your responses to the questions set out below will be used only to monitor the effectiveness of our policies and practices, and to ensure that we do not inadvertently discriminate against employees or prospective employees because of ethnicity, disability, gender, sexual orientation, age or religion or belief.

The information you give will be kept strictly confidential and will not be seen by the staff and/or volunteers directly involved in the recruitment process for the relevant post. Your response will be detached from your application form on receipt. It will be used only to provide statistics for monitoring purposes and will be stored separately, in accordance with the Volleyball England privacy policy (provided to you as part of the application form) and relevant data protection policies. You do not have to provide this information, but if you do so, it will be helpful for the purposes set out above.

**Post being applied for:** Chair

**Date:**

### 1. Ethnicity

**How would you describe yourself?**

Asian or Asian British		
	Bangladeshi	
	Indian	
	Pakistani	
	Chinese	
	Other Asian background (please write in box)	
	Prefer not to say	
Black or Black British		
	African	
	Caribbean	

	Other Black background (please write in box)	
	Prefer not to say	
Other ethnic group		
	Arab	
	Other ethnic background (please write in box)	
	Prefer not to say	
Mixed/multiple ethnic groups		
	White and Asian	
	White and Black African	
	White and Black Caribbean	
	Other mixed/multiple ethnic background (please write in box)	
	Prefer not to say	
White		
	British	
	English	
	Gypsy or Irish traveller	
	Irish	
	Northern Irish	
	Scottish	
	Welsh	
	Other white background (please write in box)	
	Prefer not to say	

**2. Disability**

Do you have a disability?	Yes/No
Prefer not to say	

This information is used for monitoring purposes only. If you believe you may be disabled and may need any reasonable adjustments to be made in the recruitment process or as part of your role, please do contact us to discuss this.

**3. Gender**

**Which of the following best reflects how you would describe your gender identity?**

Male	
Female	
Trans or transgender	
Other (please describe, if you are happy to do so)	
Prefer not to say	

**4. Does your gender identity align with the gender assigned to you at birth?**

Yes	
No	
Prefer not to say	

**5. Marital status**

Married (different sex)	
Married (same sex)	
Civil partner	
Single	
Other	

Prefer not to say	
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**6. Sexual orientation**

**Would you describe yourself as:**

Bisexual	
Gay/lesbian	
Heterosexual/straight	
Other	
Prefer not to say	

**7. Age (please highlight)**

Under 25	25–34	35–44	45–54	55–64	65 and over
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**8. Religion and belief**

The list below includes those religions that are most commonly found in Britain. They are listed in alphabetical order and not intended to signify rank in terms of importance. This list is not exhaustive; if your religion is not listed then we ask you not to take offence as none was intended.

**Please tick the box that best describes your religion or belief:**

Buddhism	
Christianity	
Hinduism	
Judaism	
Islam	
Sikhism	
Other religion or belief (please specify)	
No religion	

Prefer not to say	
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**Thank you for taking the time to complete this monitoring information**

In order for us to improve awareness of future opportunities to as wide an audience of potential candidates as possible, please indicate how you found out about this vacancy or where you saw it advertised.

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