



# CHAIRPERSON & INDEPENDENT DIRECTOR RECRUITMENT PACK





# INTRODUCTION

**Thank you for your interest in the European Rugby League Federation's Chairperson and Independent Director positions.**

This pack provides details about the organisation, the roles and the application process.

European Rugby League is the Confederation for Rugby League in Europe, Middle East & Africa, North & Central America and The Caribbean.

We oversee and co-ordinate the development of the sport in partnership with our members, supporting them to grow and strengthen Rugby League in their country and provide international competitions for them to play in.

It is an exciting time to be joining us; we've recently undertaken an extensive governance review, have started a new strategic cycle and are looking forward to the Rugby League World Cup taking place in Europe in 2022.

We have huge ambition for our sport and aim to continue our growth by making Rugby League available to a wider diversity of people than ever before.

We are looking to appoint a Chairperson and an Independent Director to join our board who will bring relevant experience to our board as well as a passion for supporting and challenging our executive team.





# ABOUT US

**European Rugby League is a young organisation – founded in 2003 and incorporated in 2010 – but our growth has been rapid, and we aim to continue that growth.**

We are a member organisation, owned by our 44 Full, Affiliate and Observer from across the northern hemisphere.

Our board is composed of nine directors - four Independent Directors (one of which is the Chairperson), three Member Elected Directors (one of which is the Vice Chairperson) and one nominated director each from the English and French federations.

Our small executive team is led by our full-time General Manager who is supported by three Regional Directors covering Europe, Middle East & Africa and The Americas.

We have a skilled and trusted network of consultants and volunteers who provide support for finance, coaching, match officials, media and our website & social media platforms.

European Rugby League is an Associate Member of the International Rugby League and we appoint three directors to the IRL board.





# OUR STRATEGY

**Our strategy covers the 2021-2025 World Cup cycle and was published earlier this year. It is an ambitious, but realistic plan, to grow Rugby League and make the game more sustainable in the long term.**

There are three over-arching goals to our strategy:

Competitions: Deliver an inclusive competition framework which will cater for the needs of all nations and their variety of teams, with a focus on profitability and visibility.

Developing Members: Facilitate the growth and sustainability of members with the aim of increasing the number of affiliate and full members of ERL.

Organisational Excellence: To be recognised as the leading confederation in international rugby league and manage in a sustainable and value-led manner.

**[VIEW OUR 2021-2025 STRATEGY DOCUMENT BY CLICKING HERE](#)**



# MAKE A DIFFERENCE

**Do you have what it takes to be an effective board member and help us to drive European Rugby League forward?**

**We are seeking to appoint two Independent Directors, one of which shall become our new Chairperson.**

We are looking for suitably experienced people who are enthusiastic about helping European Rugby League succeed, govern the organisation responsibly and to help resource and develop Rugby League.

Whilst previous board or business experience may be useful, it is not essential. Candidates seeking their first board role who show the commitment and potential to drive change will be considered and supported.

European Rugby League is fully committed to equality, diversity and inclusion and is actively encouraging applicants from diverse backgrounds.

You are required to complete our equal opportunities monitoring form but we are using a blind recruitment technique for the independent role so your monitoring form will not be available to the short-listing panel.

The positions are voluntary, but reasonable expenses will be met to assist in undertaking the duties.





# PERSON SPECIFICATION

**Specific Skills Required: Essential (E) / Desired (D) For Both Roles**

**E** - Enthusiastic about supporting the goals of European Rugby League

**E** - Time & capacity to attend board meetings and contribute fully to meetings and decision making processes

**E** - Committed to driving the organisation forward in a positive direction

**E** - Willing to complete assignments and act as part of a sub-committee and complete appropriate reports to the board

**D** - Financially literate and have experience of business operations

**E** - Ability to communicate effectively and be committed to equality, diversity & inclusion

**D** - Experience of engaging with national federations or members within a membership organisation

**D** - Experience with one or more of the following areas of expertise:  
1) Commercial 2) Legal 3) Finance 4) Technical Education

**E** - Significant organisational leadership experience





# DUTIES - INDEPENDENT DIRECTOR

## Successful candidates will be expected to:

Attend board meetings (approximately six per year) and the Annual Council Meeting.

Help to guide the actions and overall strategic direction of the ERL and be accountable to the membership for the company's performance.

Provide help, guidance, advice and support to the executive team.

Sit on at least one sub-committee of the board and attend meetings.

Apply the level of skill and judgement that may be reasonably expected of a person with their knowledge and experience.

Directors with special skills and knowledge are expected to apply those skills and knowledge to matters that come before the board.

Comply with all company policies, the company Articles of Association and company law.

**[VIEW THE INDEPENDENT DIRECTOR ROLE DESCRIPTION BY CLICKING HERE](#)**





# DUTIES - CHAIRPERSON

**In addition to the duties of an Independent Director, the successful candidate will be expected to:**

Ensure the European Rugby League Federation Board carries out its core functions, by planning the business to be conducted, ensuring a voice for all, effective decision making and ensuring accurate records are maintained.

Provide inclusive leadership to the board and the federation.

Take responsibility for the Board's induction, development and performance management including annual Board appraisal.

Put into place appropriate Board and staff succession planning is in place. Lead the Board in operating in accordance with the highest standards and governance best practice

Ensure that Board communications to the membership are timely and effective. Help to guide the actions and overall strategic direction of the ERL and be accountable to the membership for the company's performance.

Line manage the General Manager, including conducting their appraisals.

**[VIEW THE CHAIRPERSON ROLE DESCRIPTION BY CLICKING HERE](#)**





# INDEPENDENCE

**Our Articles of Association state that an Independent Director must be an “independent person”, defined as:** A person:

- (a) who does not have a Relevant Association with any Member; and
- (b) who is not a Relative of any person who has a Relevant Association with a Member;

**A “relevant association” is defined as:** At the time the test is applied or at any time within the period of 12 months preceding that date, the person concerned is or was:

- (a) a Member Official or a partner in or the sole proprietor of the Member concerned;
- (b) a creditor of the Member concerned (excluding normal trade credit); or
- (c) a professional adviser to a Member;

**A “member official” is defined as:** Any director, secretary, chief executive, chairman, employee or duly authorised agent of a Member;

**Additionally, Independent Directors of European Rugby League must be resident in the continent of Europe for at least 210 days per year.**

**If you do not meet the criteria as an independent person and on residency, your application will not be processed.**





# APPLICATION

**If you believe that you possess the skills and have the necessary experience for the role to join us as Chairperson or an Independent Director:**

Applications should be made in writing, including a letter of application, your CV and a copy of our equality monitoring form ([download here](#)) which will be processed separately from your application.

Please make clear in your application whether you wish to be considered for both of the available roles or whether you wish to only be considered for the role of Chairperson or only be considered for the Director position.

Your completed application should be sent by email to David Butler, General Manager: [david.butler@europeanrugbyleague.com](mailto:david.butler@europeanrugbyleague.com)

**Applications should be received by no later than 0900hrs (UK) on Friday 21st January 2022**

European Rugby League is fully committed to equality, diversity and inclusion and welcomes applications from all suitably qualified persons regardless of Age, Sex, Race, Disability, Pregnancy, Marital/ Civil Partnership status, Sexual orientation, Gender reassignment or Religious background.







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