

**INDEPENDENT
NON-EXECUTIVE
DIRECTOR
ROLE PACK**

Closing date for applications is 12 noon Thursday 17 October 2024

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WELCOME FROM THE CHAIR

Welcome to our role pack. I hope it gives you a sense of whether the role of Independent Non-Executive Director with British Skydiving might be a good fit for you.

Skydiving is an exhilarating sport. By presenting challenges and opportunities for growth it continuously opens new horizons. Whether getting ready to launch yourself from the door of an aircraft for the first time, holding your nerve while battling it out for gold at a World Championship, performing at an air show display or following the dream of becoming an Accelerative Freefall Instructor, British Skydiving is the NGB responsible for all the hard work that makes each of these achievements possible in the UK.

2023 saw British Skydiving setting a clear aim to establish itself as a future-facing governing body, and significant steps have been taken in that direction. This includes recruiting a CEO, developing an ambitious Strategic Plan, building our inclusivity strategies and continuing our good governance journey through an independent Board review. It is an exciting time of commitment, challenge and change in which all our Directors have a crucial leadership role.

Our INEDs play on in particularly important role in the Association's leadership team. They ensure we have the necessary expertise around the Board table, alongside criticality and diversity of insight. So, we are committed to recruiting individuals to the Board with a range of educational, economic and professional backgrounds, social status and networks, alongside the skills and expertise outlined elsewhere in this pack.



Mary Barratt
Chair

WELCOME FROM THE CEO

Welcome to British Skydiving—there's never been a better time to join us! We're at an exciting crossroads as we evolve into a forward-thinking governing body. With initiatives like our 2023-2027 strategic plan, enhanced inclusivity through the Sporting Equals Charter Membership, and stronger governance from an independent Board review, we're making bold strides.

Our vision is to transform skydiving by expanding our brand's reach and inspiring more people to experience this exhilarating sport. At British Skydiving, we're committed to leading these advancements and inviting new audiences to share in the thrill of skydiving.



Rob Gibson
CEO



WHO WE ARE

British Skydiving is a democratic, not-for-profit organisation whose purpose is to organise, govern and further the advancement of skydiving in the UK.

Our association was founded in 1961 and in 1966 was incorporated as a company limited by guarantee, British Parachute Association Limited (BPA). In 2019 we rebranded as British Skydiving.

British Skydiving is owned by members and funded principally by membership subscriptions. Each year about 60,000 student and temporary members join the Association, and around 6,000 full members. These full members elect the governing Council, a Board of 12 Directors. A team of 13 staff carries out the day-to-day running of the Association, led by our new CEO.

British Skydiving is the governing body for skydiving in the UK. We regulate the sport under an Exposition with the Civil Aviation Authority. We liaise on behalf of the sport with bodies such as the National Air Traffic Services and represent the sport in various bodies including the Royal Aero Club of the United Kingdom, the Sport & Recreation Alliance and the General Aviation Safety Council, and we are the point of contact on sport parachuting for the home counties' Sports Councils. We also represent the UK on the International Skydiving Commission of the Fédération Aéronautique Internationale (the World Air Sports Federation).



BRITISH
SKYDIVING

British Skydiving is committed to setting, maintaining and promoting the highest standards of safety in the sport. This includes capturing detailed insight on risks and incidents, compiling and publishing safety data and ensuring control measures are implemented through our Operations Manual.

British Skydiving also supports skills development in skydiving in order to ensure the continuation of the sport to the highest standard. This includes publishing an array of training manuals for coaches and instructors. We also run training courses, and award industry recognised coaching, instructor and parachute rigging ratings (qualifications). This is managed by our Safety & Training Team in partnership with our Affiliated Parachute Training Organisations (PTOs, also known as Drop Zones, we have around 28 of these spread across the UK).

British Skydiving also promotes excellence and innovation in skydiving. We work with PTOs to run major events, including the UK Skydiving League, UK Grand Prix Competitions and National Competitions in all the major skydiving disciplines, from Accuracy to wing suiting. We also field national delegations to World Championships and many of our members participate in setting world records and world firsts.

For more detailed information about British Skydiving, [please visit our website.](#)



BRITISH SKYDIVING'S VISION

***TO SECURE SKYDIVING AS A SAFE,
ENJOYABLE AND ACCESSIBLE SPORT FOR ALL***

Our vision is driven by our belief that through the power and inspiration of our members, partners, staff and supporters, we can grow the sport of skydiving, extending its reach, accessibility and positive visibility.



BRITISH SKYDIVING'S VALUES

COMMITMENT TO EXCELLENCE

Our belief that everything we do must be of the highest standard and reflect our ambitions as the leader of British skydiving.

RESPECT, INTEGRITY AND TRUST

All our interactions with each other, members, staff, partners, other stakeholders and with the wider public will be characterised by a respect for the views of others and the integrity of our approach.

We will treat all people and issues with fairness and equality at all times. Our behaviours and decisions will always demonstrate the highest levels of integrity.



BRITISH SKYDIVING'S VALUES

HONESTY AND OPENNESS

We will proactively engage with and listen to our members and other stakeholders, seeking opinion and cultivating understanding of our ambitions and approach.

BUILDING OUR KNOWLEDGE

We will facilitate the continuous learning and development of our members to improve their performance and enjoyment of skydiving. We will continuously transform ourselves as a learning organisation in response to the pressures we face to maintain our pre-eminent position in British Skydiving.

We will ensure that our knowledge and development as a body is always of the highest level so that we can support our members to the full.



BRITISH SKYDIVING'S STRATEGIC PLAN

MEMBERSHIP & LEGACY

ENGAGE with our members, stakeholders and wider communities to GROW the sport

TEAM

Develop and expand the EXPERTISE of the British Skydiving team to advance the sport

FINANCE

ASSURE the financial sustainability of British Skydiving

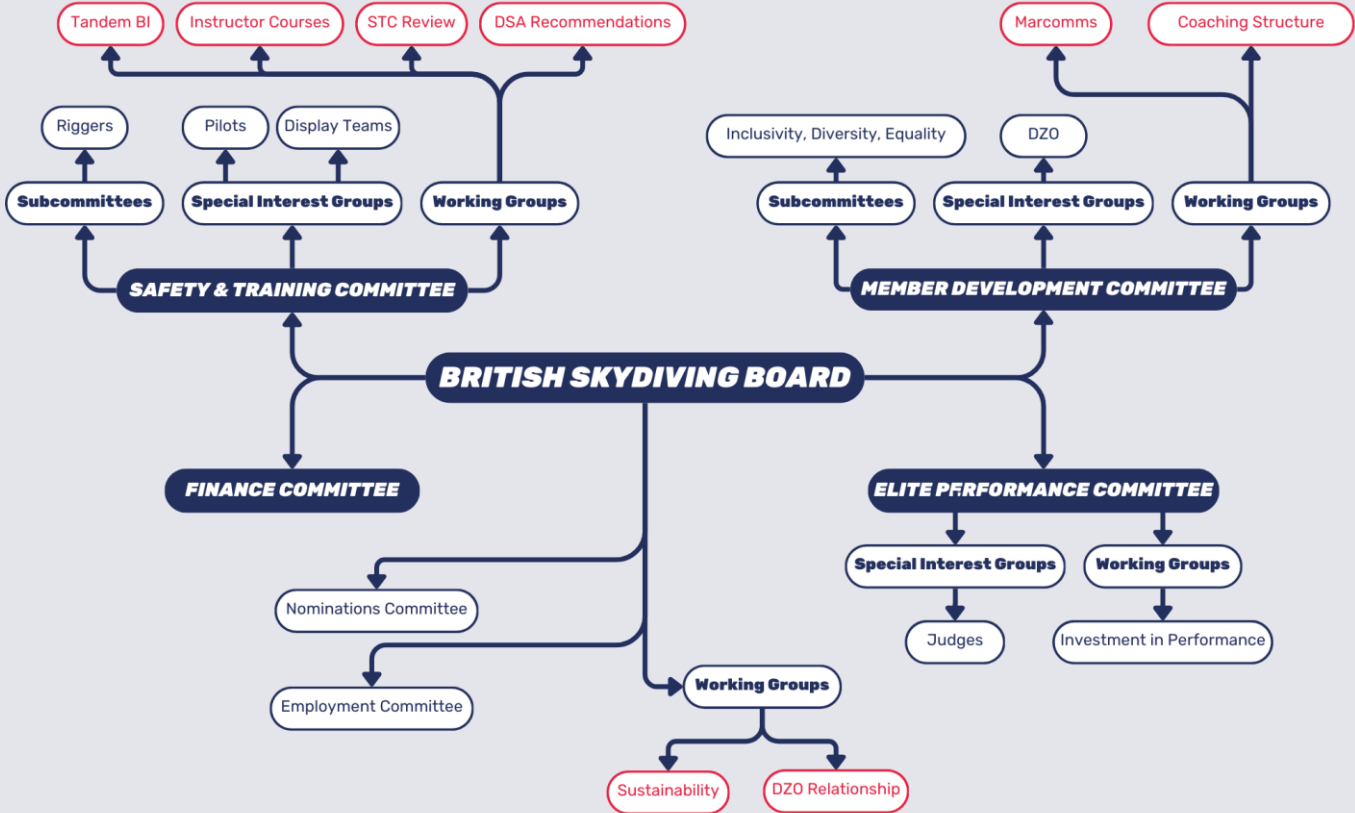
PROCESS

DRIVE resilience across British Skydiving through good governance by assuring that our policies, procedures and processes are fit-for-purpose, measurable and compliant practically and legally

BRAND

RAISE the visibility, awareness and integrity of our brand across all channels

OUR BOARD STRUCTURE



OUR BOARD OF DIRECTORS

British Skydiving's Council (Board of Directors) is comprised of 12 members, all volunteers, plus any co-opted members. In 2017 the Board took the significant step of including two independent Directors from outside the sport as part of our ongoing good governance journey. These Independent Non-Executives (INEDs) are selected by the Board and then appointed by the membership at our AGM. The Non-Executives (NEDs) are elected from the membership. All Directors serve three-year terms with the option to re-stand to serve a maximum of nine consecutive years.

As with most other sports NGBs, British Skydiving's Board leads on the Association's governance and Strategic Plan, and in conjunction with that Directors have significant responsibilities. These responsibilities are set out in [*Form 297 British Skydiving Board Member / Director Role Description*](#) and [*Form 178 Duties and Responsibilities of British Skydiving Board Members / Directors*](#). Importantly, the Board is more than the sum of its parts, and our Directors strive to work effectively as part of a team in order to meet those responsibilities to the highest standard.

Directors provide British Skydiving with crucial oversight rather than working at an operational level. To this end, the Board meets around six times a year, occasionally more if exceptional matters arise. Items covered in Board meetings include update reports from Committees, the CEO and delegates to bodies such as the Royal Aero Club, alongside Working Groups that are fielded by the Board, and standing items such as our Strategic Plan and Risk Strategy.

For more insight on our current Directors, [please visit our website](#)

A BRITISH SKYDIVING INED

Since I joined British Skydiving as an Independent Non-Executive Director in 2020, we have seen a major positive step-change in how the organisation operates.

From a new staff structure and ambitious Strategic Plan to a series of modernising governance changes which will see a greater breadth of skillsets on the Board, this is an exciting time to join British Skydiving.

Joining the Board in the midst of the COVID-19 pandemic as a non-skydiver was a big personal risk, and I wasn't sure what to expect. I have since learned that skydivers are incredibly passionate about the sport and there are a great many staff, volunteers and supporters behind the scenes who work tirelessly to ensure we are a safe, fun and welcoming sport.

If you feel your skillset would benefit British Skydiving and are considering applying to be one of our INEDs, I can't recommend it highly enough. There are exciting times ahead for the organisation – don't miss out on this opportunity to be part of it.



Rob Hartley
INED

ROLE DESCRIPTION

Role Title	Independent Non-Executive Director
Term of Office	Fixed term, initially for three years, from 8 February 2025
Remuneration	Voluntary – expenses only (see Volunteer Expenses Policy)
Hours	Variable, approximately ten hours per month
Office Address (HQ)	5 Wharf Way, Glen Parva, Leicester, LE2 9TF
Workplace	This is mainly a home-based role, with three in-person meetings per year (two at HQ, one at our AGM)

You need to be able to make a commitment to British Skydiving and devote the necessary time required, The Board meets in-person immediately following the AGM, and then approximately six times per year with two of those being in-person. With the exception of the AGM meeting, each meeting is scheduled for three hours, with a meeting pack to read in preparation. Occasionally the Board will call an additional meeting (an extraordinary meeting), which all Directors should attend whenever possible

British Skydiving values diversity throughout the organisation, including on our Board of Directors. With that in mind we are striving to attract candidates for this INED role from a range of educational, economic and professional backgrounds, social status and networks, and from women, BAME groups and people with disabilities.

British Skydiving places considerable emphasis on progression and developing knowledge, and our in-person meetings are usually accompanied by a training session for British Skydiving's Senior Leadership Team and Directors. It is envisaged that the successful candidate will be co-opted to Council as a non-voting member prior to formal appointment as a voting member by the AGM on Saturday 8 February 2025. Ideally the successful candidate would also join our in-person meeting and training in Leicester on 26 November 2024.

In addition to attending Board meetings and training, we encourage Directors to attend at least one British Skydiving event hosted by an affiliated Parachute Training Operation (PTO) per year, such as a National Championship, a regional competition or a Development Event. This is a key part of our brand visibility and interface with members and PTOs.

We are seeking applications from individuals who meet the following requirements for this role.

ROLE REQUIREMENTS

To be considered for the role of Independent Non-Executive Director of British Skydiving individuals must:

- Submit a completed application via the online portal by the deadline
- Be eligible to be a Director
- Declare any conflicts of interest

In addition, the Board is looking for candidates who can demonstrate the following essential and desirable skills.

Essential Skills

- Professional expertise in one or both of the following areas: Governance (in the Sport / Voluntary Organisation sector) and Compliance (in a regulatory capacity)
- An understanding of the INED role and ability to operate at Board level in a national organisation
- The ability to think critically, creatively and strategically, an ability to exercise independent judgement
- A clear commitment to improving diversity and equality and an understanding of the needs of under-represented groups
- An empathy with our sport and our skydiving community

Desirable Skills

- Risk management
- Strategic planning and focus
- Strong leadership skills
- Can help grow the public profile and brand image of British Skydiving

HOW TO APPLY

Application Process

To apply for this role please complete our online application form, which can be found [here](#)

If you experience any issues with the online application form, or would like to submit your application in a different format due to a disability please contact our CEO Robert Gibson - robert.gibson@britishskydiving.org

Key Dates

- Applications close – 12 noon Thursday 17 October
- Interviews (to be held via MS Teams) – Friday 8 November
- Board meeting (attending as an observer) - 9:30–12:30 Tuesday 26 November 2024



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**CLICK HERE
TO WATCH OUR
REVIEW OF THE
YEAR 2023**

Photo by Andy Ford

The logo for British Skydiving is centered on a dark blue background. It features the word "BRITISH" in a bold, red, italicized sans-serif font. Below it, the word "SKYDIVING" is written in a white, outlined, italicized sans-serif font. A thin white line starts from the top left and curves around the left side of the text. A white arc is positioned behind the word "SKYDIVING", partially overlapping the word "BRITISH".

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