



CHIEF EXECUTIVE OFFICER RECRUITMENT PACK

MAY 2024

CHIEF EXECUTIVE OFFICER

Full Time | Permanent

Primarily Sheffield-based

Up to £85,000 dependent on experience



British Ice Skating, the National Governing Body for Figure Skating and Speed Skating in the UK, is looking to appoint an inspiring leader to take Ice Skating to new heights.

BIS is looking for its next CEO to build upon recent successes in hosting international events, growing participation in the sport, and achieving world-class performances from our talented elite skaters across the disciplines.

The sports landscape in the UK is dynamic and challenging and our organisational priorities include maintaining the highest possible levels of organisational integrity, outstanding governance, and a welcoming and inclusive organisational culture for all, whilst supporting athlete welfare and safeguarding standards as well as seeking new funding streams to ensure long term financial stability.

Against this backdrop, we are keen to find a passionate and experienced leader who will provide the top-level direction and support needed to help us continue to achieve our ambitious organisational goals.

Reporting to the Chair of the BIS Board and leading the Senior Management team of four, the role will include significant work with key partner organisations including UK Sport, Sport England, Sport Wales, Sport Scotland and the International Skating Union, and require occasional national and international travel.

British Ice Skating is committed to cultivating and delivering a culture of inclusivity and diversity. In recruiting for our team, we welcome the unique contributions all prospective applicants bring in terms of education, opinions, culture, ethnicity, sex, gender identity and expression, religion, disability, sexual orientation and beliefs.

For a more detailed view of British Ice Skating's organisational structure, governance activity and recent areas of work, including our 2023 Annual Report, visit:

<https://www.iceskating.org.uk/governance>

ROLE RESPONSIBILITIES

Reporting to the Board, the CEO will be the BIS Accountable Officer and will be responsible for:

- Providing decisive and strategic leadership, managing and developing the staff team and contributing to the formulation and delivery of BIS strategic plans.
- Lead the delivery of the operational plans and ensure key performance targets are achieved.
- Drive a culture of excellence based on shared values and upholding our mission of delivering a passion for ice skating that is inclusive and accessible for all.
- Drive the highest possible standards of professional and ethical conduct in all BIS relationships with funding bodies, partners and members and volunteers.
- Generate and manage public and commercial funding streams to support the promotion and development of the sport, moving towards lower dependency on public funding.
- Supporting a high performance environment for BIS' elite and talented athletes to succeed at the very highest level.
- Ensure BIS operates at the highest possible level of athlete, member and volunteer safety, with excellent principles of safeguarding and respect for all.
- Develop and nurture strong and influential relationships with domestic and international partner organisations, advocating for BIS and its members.
- Ensure outstanding financial stewardship of the organisation, achieving agreed KPIs and reporting regularly against agreed KPIs and performance metrics.
- Ensure compliance with all principles of good governance in line with sport industry guidelines and deliver a fair, inclusive and sustainable company.
- Developing excellent communications and media activities to promote the sport and its developments, growing digital and physical engagement with existing and new audiences.
- Ensuring the highest possible standards of service delivery to the membership.

PERSON SPECIFICATION

We are seeking inspiring candidates who can demonstrate:

ESSENTIAL

- Evidence of significant leadership skills in a complex multi-agency environment.
- A talent for people management in a fast-moving organisation.
- Proven ability of developing and delivering strategy, with attention to detail and clear plans to achieve organisational objectives.
- Strong personal values and an ability to lead a committed team with authenticity and fairness.
- A culture of leading with integrity, inclusion and collaboration with a strong sense of purpose.
- Ability to make decisions under pressure and lead high performing teams.
- Strong negotiating skills and high levels of personal and professional resilience and adaptability.
- Ability to form and maintain excellent partner relationships with advocacy skills both domestically and internationally, representing BIS effectively.
- Understanding of corporate governance principles and their effective implementation.
- Good analytical skills and ability to make good decisions based on facts and data.
- Experience of dealing with the media and presenting the face of the sport.
- Strong commercial focus with ability to oversee financial performance and risk.

DESIRABLE

- Good understanding of sponsorships and securing commercial agreements.
- Understanding of the sports landscape, its fast changing nature and the key recent developments in the UK, especially the UK Sport Code for Good Governance.
- Experience of working at board level, either with a professional or voluntary organisation.
- Experience of working in a Sport National Governing Body.
- Experience of submitting funding bids.
- Confidence in negotiating a complex funding landscape, and experience of bringing disparate parties together for success.

APPLICATION PROCESS

If you would like to have an informal chat about the role, please get in touch with our interim CEO David Hartley at david.hartley@iceskating.org.uk

When you are ready to apply, please send a copy of your CV and a cover letter outlining how you meet the requirements of the role, plus a completed copy of the [BIS Equality Monitoring Form](#), to sarah.logie@iceskating.org.uk

Applications close Monday 10th June 2024 at 5pm.

Interviews for shortlisted candidates are planned to take place on Wednesday 3rd July.

ORGANISATIONAL OVERVIEW

Annual Operating Budget:

£2.1m

Staff Numbers:

21



Strategic Organisational Objectives:

AN NGB WITH AN ETHOS OF EXCELLENCE

To establish a proactive organisation through robust governance, financial management, and utilising technology.

A HOUSEHOLD NAME

Create a national awareness of British Ice Skating as the driving force behind ice skating across the UK.

A ROUTE TO SUCCESS

Drive a culture of excellence from grassroots to world stage through a talent and performance pathway for coaches and skaters.

A UNITED AND DIVERSE WORKFORCE

To allow staff, coaches and volunteers the opportunity to flourish based on shared values and a developmental approach.

GROW THROUGH PARTNERSHIPS

Unlock future investment and support through increased stakeholder engagement.

CREATE OPPORTUNITIES FOR ALL

Be at the heart of making ice skating accessible across the UK by creating and leading engaging programmes that break down barriers

Find out more about our 10 year strategy at
<https://www.iceskating.org.uk/strategy>

