

BUILDING HOCKEY FOR PEOPLE, FOR COMMUNITIES, FOR SCOTLAND

COMMUNITY | INTEGRITY | CHALLENGE | AMBITION | RESPECT | STRENGTH



CHIEF EXECUTIVE OFFICER

CANDIDATE BRIEF



Scottish Hockey

Welcome to our CEO Candidate Pack

It's an exciting time for Scottish Hockey as we transition from the Reset phase of our 'Reset Build Excel' strategy, to **build** on the strong foundations we've developed to drive hockey forwards.

In addition to developing our strategy, we've completed both an organisational staffing restructure, and a full governance reset. Our organisation has never been stronger, our vision has never been clearer, and our team has never been more focused.

Within this pack you'll find a flavour of the broad spread of work we do. Whether it's competing on an international stage, celebrating our clubs' achievements, or offering grassroots support in our communities, you may be surprised at the reach and scale of what you could be involved in.

Our new CEO will have the opportunity to make a difference at all levels by providing inclusive values-aligned leadership. In addition to driving our strategy, key focuses will include further developing financial sustainability, and tackling increasing challenges around facilities.

This pack will give you an idea of the post's opportunities and challenges.

Thanks for your interest in the post, and if you'd like to find out more, or arrange a chat, please get in touch with us via CEORECRUITMENT@SCOTTISH-HOCKEY.ORG.UK.

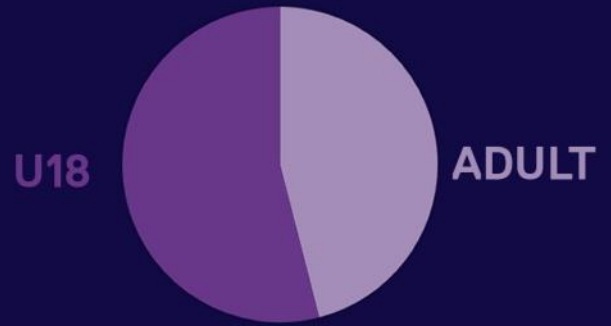
Martin Shepherdson, Balvinder Sagoo, and Karin Mckenny
Scottish Hockey CEO recruitment panel





About Scottish Hockey

ADULT / U18 SPLIT



Scottish Hockey membership

- Over 14,500 members (90% growth since 2014)
- 92 affiliated hockey clubs
- 64 schools across Scotland compete in competitions
- 54% of membership is aged under 18
- 60% of membership is female

FEMALE / MALE SPLIT



SCOTTISH HOCKEY VALUES

COMMUNITY | INTEGRITY | CHALLENGE | AMBITION | RESPECT | STRENGTH

Scottish Hockey has a digitally connected audience



X		FACEBOOK		INSTAGRAM	
IMPRESSIONS	6.2M	REACH	1.5M	REACH	113K
RETWEETS	5K	PAGE VIEWS	21K	PAGE VIEWS	74K
LIKES	25K	FOLLOWERS	10K	FOLLOWERS	9K
FOLLOWERS	13.7K				
SCOTTISH HOCKEY WEBSITE		TIKTOK		LINKEDIN	
SESSIONS	500K	LIKES	15.6K	IMPRESSIONS	100K
USERS	220K	VIEWS	45K	REACTIONS	2.1K
PAGE VIEWS	1.3M	FOLLOWERS	14.6K	REPOSTS	286
				FOLLOWERS	1,374
2.5M LIVE STREAM CONTENT VIEWS SINCE 2016					



Vacancy: Chief Executive Officer



Post title: Chief Executive Officer (CEO)

Salary: £65-70k dependent on experience

Responsible to: Chair of Scottish Hockey Board

Location: Hybrid, based at Glasgow National Hockey Centre, with travel across Scotland with some home/remote-working opportunities.

Hours: 32-37 hours with some evening and weekend working.

Apply: CV and covering letter to CEOrecruitment@scottish-hockey.org.uk

Closing: 8am, Thursday 11 April

Interviews: Thursday 25 April, Glasgow National Hockey Centre

Enquiries: Email CEOrecruitment@scottish-hockey.org.uk with questions or to arrange a chat.

Job Description



Scottish Hockey



Role Summary

The CEO is responsible for providing leadership to Scottish Hockey (SH) the governing body for hockey in Scotland, driving and developing our strategic, business and financial plans, and ensuring our operations are efficient, inclusive, compliant and sustainable.

They act as a role model of our values, raising the sport's profile and developing meaningful partnerships across the sporting, health, political and socio economic landscapes.

Key Responsibilities

Leadership and people

- Provide strong, inclusive and effective leadership and direction for hockey in Scotland; role modelling SH values to all staff, volunteers, members and stakeholders.
- Ensure SH has the correct staffing structure, and oversee the effective recruitment and on boarding of new staff.
- Lead and develop a positive, inclusive, values-led 'One Team' culture within SH staff, volunteers and officials, focusing on innovation, continuous improvement and effective relationships.
- Ensure all staff receive supportive, effective line management, with clear objectives aligned to SH strategy and that they understand their contribution to this.
- Embed a positive employee experience, including developing and implementing policies and practice which ensure all staff receive regular, effective support and reviews on their learning, wellbeing and performance.
- Lead, line manage, and motivate an effective, values-led, learning-focused senior team, providing expertise and guidance to support their leadership of the Competition and Events, Development and Performance departments.
- Be a visible, approachable, presence at local, national and international hockey events to represent and promote SH, building networks and gaining valuable stakeholder insight.



Strategy

- Review and finalise SH's 'Reset, Build, Excel' strategic plan, collaborating with the board and key stakeholders to develop this, and implement clear, measurable KPIs, including for performance, development, competitions, income and engagement.
- Lead and manage delivery of strategic, business and financial plans, and report on progress against KPIs to board, funders and relevant partners.
- Progress the SH facilities strategy, including identifying collaborations, negotiating with strategic partners and applying pressure to secure positive outcomes.
- Participate as a member of the SH Board, collating papers, providing expertise, reporting transparently, and contributing to discussion and decision-making.
- Represent SH as a board member of GB Hockey, driving strategy, collaboration and cross-organisational efficiencies.
- Stay abreast of the sporting and political landscape, and drive identify opportunities to further SH's reputation and strategic objectives.
- Further develop the business plan to launch a SH charitable arm, creating a strategy and implementation plan to drive this.



Finance and risk

- Ensure SH's financial sustainability, with overall responsibility for the implementation of robust financial management, controls and reporting, supported by and accountable to the board's Audit Committee.
- Recommend to the board an annual budget and financial plan.
- Oversee the development of a diverse range of income streams, including tenders and bids, sponsorship, marketing, commercial and partnership opportunities.
- Ensure SH is compliant with all required legislation, moving quickly to rectify issues, escalating and reporting these appropriately and transparently to the board, and other bodies where necessary.
- Manage, mitigate, monitor and report risk effectively.
- Oversee remuneration packages, benchmarking within the sector and provide annual recommendations to board on staff reward and remuneration.

Relationships and engagement

- Ensure clear communication, infrastructure and practice within the organisation, including between staff, coaches, volunteers, players and their families.
- Oversee creation and implementation of a Communications and Marketing plan, aligned to SH strategy, to engage existing and potential members, clubs and volunteers to build reach and increase participation in hockey at all levels.
- Engage with SH partners and members to consult, collaborate, drive engagement and improvement, and promote SH, including SH districts and clubs, members, volunteers, masters and officials.
- Drive collaboration and build relationships with potential and existing strategic partners and stakeholders to raise the profile of hockey and drive engagement, funding and sponsorship opportunities.
- Influence, negotiate and collaborate with other political, funding, media, sporting and hockey organisations to form innovative partnerships, challenge convention, attract funding and promote hockey.
- Represent Scottish Hockey on local, national and international groups, forums and conferences.

Scottish Hockey CEO - Person Specification

Essential skills, knowledge and experience required for the post.

Qualifications

There are a range of qualifications which may contribute positively to this role, including sport, leadership and strategy. Therefore, we do not specify any specific qualifications.

Experience

- Experience at a senior level in managing people and organisational change.
- Proven experience in strategic business planning and delivery in a business, or sporting, environment with successful outcomes.
- Experience of financial management including budget setting, forecasting and monitoring.
- Proven experience of influencing partners / decision makers.
- Knowledge of sports and governing bodies' governance.
- Experience of working effectively with a board of directors.
- Experience of increasing diverse revenue streams.

Knowledge, Skills and Abilities

- Strong, inclusive, values-led leadership and communication skills.
- Ability to challenge, and be challenged, with excellent decision-making skills.
- Ability to develop strong, effective working relationships at all levels.
- Excellent influencing, negotiating and conflict management skills.
- Well-developed analytical, problem and decision-making skills.
- Ability to prioritise a challenging workload and manage time effectively.
- Understanding of the current sporting and political landscapes.

Other Attributes

- Evidence of a strong focus on equality diversity and inclusion.
- Evidence of commitment to continuous personal development.
- Able to work flexible hours.