

## Board Member Job Description – Elected by Supporters’ Society

April 2019

<p>Appointment</p>	<p>The Bath City Supporters’ Society elects six members of Bath City FC’s nine-person board. Typically, x2 Board members are elected each June at the Society’s AGM for a 3 year tenure. There may be circumstances in which the Society appoints Board members on an interim basis - e.g. in the event of a Board member resigning or leaving mid-term. Board members are answerable to the Society and are typically assigned specific roles on the Club Board - e.g. Commercial, Community, Football, Finance, Operations and Sales and Marketing.</p>
<p>Key Tasks</p>	<ul style="list-style-type: none"> <li>• Helping develop and execute the football club’s business plan and strategies.</li> <li>• Providing strategic advice to the board and chairperson.</li> </ul>
<p>Responsibilities</p>	<ul style="list-style-type: none"> <li>• Help to develop and execute the football club’s business plan and strategies in order to achieve the objectives of the board and shareholders.</li> <li>• Communicate and maintain trust relationships with shareholders, relevant business partners, authorities and stakeholders.</li> <li>• Ensure, along with the fellow directors, that the football club operates in a financially sound and sustainable manner.</li> <li>• Accountable for agreed working group/s. Delegate responsibilities and supervise the work of employees, volunteers and service providers, giving guidance and motivation for optimum performance.</li> <li>• Keep informed of progress in all areas of the football club to be able to contribute to the overall management of the club and advise, reward performance, prevent issues and solve problems.</li> <li>• Act as a public facing representative of the club/company in ways that strengthen its profile where and when appropriate.</li> <li>• Analyze problems and provide solutions to ensure</li> </ul>

	<p>company survival and growth.</p> <ul style="list-style-type: none"> <li>• Ensure all decisions and behaviour is informed by the football club's strategy.</li> </ul>
<ul style="list-style-type: none"> <li>• Qualities</li> </ul>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Demonstrable experience in delivering successful business plans.</li> <li>• Good understanding of finance and performance measures.</li> <li>• Good organisational and leadership skills.</li> <li>• Good communication, interpersonal and presentation skills.</li> <li>• Good analytical and problem-solving abilities.</li> <li>• Good team player with networking skills</li> <li>• Willingness to help with matchday operations or hosting responsibilities on a reasonable frequency</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Proven experience at senior management level (Director level or similar).</li> <li>• Good working knowledge of the leisure/sport/retail/F&amp;B markets and/or local conditions that influence the football club.</li> <li>• Familiarity with corporate law and management best practices.</li> <li>• Personal contacts within local area and / or within football that will help build the club's revenue, influence or awareness.</li> </ul>