

Job Description

Job title	UK Anti-Doping Board Members x 2
Term	4 years, subject to agreement

Introduction

The Secretary of State for Digital, Culture, Media and Sport (DCMS) is looking to appoint two new Board Members of UK Anti-Doping (UKAD). UKAD is an Executive Non-Departmental Public Body sponsored by DCMS.

DCMS is committed to equality of opportunity and is committed to ensuring that public appointments better represent the views of the communities which they serve. We particularly encourage applicants from underrepresented groups, those based outside London and the South-East and applicants who have achieved success through non-traditional educational routes. We want to ensure any appointee is committed to promoting diversity, in its broadest possible sense. This will include embedding a commitment to the principles of levelling up and championing opportunity for all across the organisation, helping to ensure that the organisation is one in which a genuinely diverse range of views can be expressed, without fear or favour.

Applications are encouraged from people for whom this would be their first appointment or role at a public body; there are plans in place for a comprehensive induction process for the successful candidates. As a UK-wide organisation, UKAD wants to ensure the Board reflects, as broadly as possible, the regions and countries of the UK. UKAD is therefore open to flexible ways of engaging in Board business, building on the experience of operating Board events and activities on a virtual basis.

Background

UKAD is the United Kingdom's independent National Anti-Doping Organisation (NADO) and was set up in 2009. UKAD is responsible for the implementation of the Government's National Anti-Doping Policy for sport. Dedicated to protecting clean sport, it has established itself as a world leading NADO. Through the use of intelligence and investigations together with well-developed education and testing programmes, UKAD has been highly successful in deterring doping and catching athletes and athlete support personnel guilty of Anti-Doping Rule Violations.

UK Anti-Doping is looking to recruit two new Board members to fill vacancies arising in early 2022 when two current members complete their second terms on the UKAD

Board. The Board has identified the skill sets it requires to discharge its role in ensuring the organisation retains its status as a world leading NADO. Specifically, these are: knowledge of disability/para sport, ideally in the 'elite' environment; and a financially qualified person to chair the Audit and Risk Committee. These roles will further help UKAD continue to develop its anti-doping activities and champion wider sport integrity.

The Role

The UKAD Board is appointed by the Secretary of State for DCMS and is made up of nine non-executive Board Members, including the Chair.

Responsibilities of the Board include:

- Establishing the overall strategic direction of the organisation, working collaboratively with the Chair and a broad range of key stakeholders;
- Holding the UKAD executive to account and providing assurance to government as UKAD's principal funders.
- Acting as a strong advocate for the work of UKAD, including working to ensure effective communication with key partners and stakeholders (e.g. Government, UK Sport, the Home Country Sports Councils, law enforcement agencies and National Governing Bodies) both in the UK and internationally;
- Attending Board meetings, committees and panels as appropriate;
- Ensuring good governance, monitoring performance and helping to develop a supportive relationship with the executive staff to deliver a corporate strategy; and,
- Ensuring that UKAD observes the highest standards of ethical and corporate behaviour at all times and that the organisation's reputation is protected and promoted

Furthermore, responsibilities of the Chair of the Audit and Risk Committee include:

- Ensuring that UKAD observes the highest standards of propriety and follows best practice in relation to its stewardship of public funds. In doing so they will be responsible for providing assurance to the Board that UKAD is following best practices of corporate governance, risk management and (including information assurance risk and holding the Senior Information Risk Owner (SIRO) to account).
- Ensuring that the Committee receives reviews of the systems for fraud deterrence and detection, reports of fraud incidents, cyber-security potential risks and incidents, action taken, and lessons learnt.

The People

The successful candidates will join an ambitious team that faces challenges posed by the increased sophistication of doping in sport. They will demonstrate UKAD's values of integrity, teamwork, excellence, and passion.

Essential Criteria

All candidates will need to demonstrate in their application that they meet the majority of following essential criteria to a high standard:

- An understanding of strategic decision-making and planning at a senior level in the private or public sector;
- A commitment to and understanding of the Nolan principles of Public Life, and the need for doping-free sport and wider sports integrity;
- The ability to understand the governance requirements placed on an arm's-length body;
- Excellent interpersonal, communication and representational skills;
- The ability to win the respect of, negotiate with, and influence, senior members of government, sports and law enforcement agencies, and other key stakeholders;
- The ability to work well with people from different backgrounds and a commitment to improving diversity, equality and inclusion; and
- A strong commitment to engaging communities outside of London, and factoring UK-wide perspectives into all decision making.

Additional Criteria

Successful candidates must also be able to demonstrate their knowledge and expertise in one or more of the following areas:

Disability/Para Sport

- The ability to provide insight into the operation and delivery of, and advocate for, disability/para sport at both elite and pathway levels;
- An understanding of the specific requirements and needs of those engaged in disability/para sport; and,
- An understanding of the importance and effectiveness of education in anti-doping initiatives.

Comprehensive understanding and/or experience of competing in an elite level sport would be desirable, although wider disability/para sport involvement would also be relevant.

Audit and Risk Committee Lead

- An appropriate qualification and experience in finance, accounting, or audit;
- The ability to Chair a key Board committee focussing on audit and risk and to engage with UKAD's finance team, internal audit providers, and National Audit Office; and,
- Knowledge of, or the ability to quickly grasp an understanding of, public sector finance, and the ability to advise and support the Chief Executive and the Board in the development and implementation of plans in respect of Spending Reviews.

Who is on the Board?

The UKAD Board comprises nine Non-Executive Directors, including the Chair. Trevor Pearce CBE QPM, UKAD's Chair, was appointed in 2017, following 40 years in law enforcement. Other Board Members include retired athletes, medical and science professionals, law professionals and academics. Full biographies are available at: <https://www.ukad.org.uk/board>

Time Commitment

Time commitment will be up to 3 days per month. This is likely to be at the upper end for the Chair of Audit and Risk Committee.

Remuneration

Remuneration is currently set at £215 per day.

Location

UKAD is based in Croydon and Loughborough University Campus. UKAD is open to remote working, however there will be a requirement on occasion for Board members to access both locations, and to undertake travel across the UK as part of their role.

Term of Appointment

Term of appointment is 4 years, subject to agreement.

Further information about UKAD can be found at:

www.ukad.org.uk

For information on the role, or to arrange an informal conversation with UKAD's Chair or Senior Independent Director, please contact:

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