English Volleyball Association Limited

Notice of the Annual General Meeting to be held on:

Saturday 29\textsuperscript{th} July 2017
Starting at \textbf{13:00}

Location: Volleyball England Hub
SportPark,
Loughborough University,
3 Oakwood Drive
Loughborough, LE11 3QF
Dear Member,

**NOTICE: Annual General Meeting, 29th July 2017, 13.00**

Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF - commencing at 13:00.

Please find enclosed papers relating to the Annual General Meeting of the English Volleyball Association, called for 29th July 2017. This information is being sent to all members of the Association entitled to receive notices of general meetings, but kindly note that only members as defined in Clause 33 of the Articles of Association, i.e. Affiliated Clubs, are eligible to vote. Members that are ineligible to vote are still entitled to attend the AGM.

The Executive Board of English Volleyball Association have appointed Electoral Reform Services to independently conduct all poll votes at the AGM in accordance with the Articles of Association. Details of the voting process and appointed representative / proxy forms will be issued direct to you by Electoral Reform Services on or after Monday 3rd July 2017.

Please note that all clubs wishing to have a vote at the AGM must confirm their Proxy or Appointed Representative, even if the Appointed Representative is the club chair or secretary, by completing the Proxy or Appointed Representative section on the voting form sent to you by Electoral Reform Services by 12 noon on Monday 24th July 2017, then the member club will not be eligible to have a vote at the AGM.

Clubs and such organisations are reminded of Article 47.6 of the Articles of Association governing General Meetings:

> There are two ways in which Members which are organisations rather than individuals (including for example Clubs and Affiliated Associations) (“Member Organisations”) may exercise their rights in general meeting, including (where applicable) their rights to attend, speak and/or vote. The first is by appointing a proxy to exercise its rights by notifying the Association of that proxy pursuant to Article 48. Alternatively, a Member Organisation may authorise a person or persons to act as its representative or representatives at any general meeting of the Association (“Appointed Representative”) by complying with Article 49.

For reference below please note Article 48 and 49.

48. **Appointment of Proxies**

48.1 Members may appoint a proxy to exercise their rights in general meeting, including (where applicable) their rights to attend, speak and/or vote. Proxies shall be appointed by a notice in Writing (“Proxy Notice”) which:

48.1.1 states the name and address of the Member appointing the proxy;

48.1.2 identifies the person appointed to be that Member’s proxy and the general meeting in relation to which that person is appointed;

48.1.3 is signed by or on behalf of the Member appointing the proxy, or is authenticated in such manner as the Executive Board may determine; and

48.1.4 is delivered to the Association in accordance with the Articles and any instructions contained in the notice of the general meeting to which they relate.

48.2 Unless a Proxy Notice indicates otherwise, it must be treated as:

48.2.1 allowing the person appointed under it as a proxy discretion as to how to vote on any ancillary or procedural resolutions put to the meeting; and

48.2.2 appointing that person as a proxy in relation to any adjournment of the general meeting to which it relates as well as the meeting itself.
A person who is entitled to attend, speak or vote (either on a show of hands or on a poll) at a general meeting may still do so in respect of that meeting or any adjournment of it, even though a valid Proxy Notice has been delivered to the Association by or on behalf of that person. If the person casts a vote in such circumstances, any vote cast by the proxy appointed under the Proxy Notice is not valid.

An appointment under a Proxy Notice may be revoked by delivering to the Association a notice in Writing given by or on behalf of the person by whom or on whose behalf the Proxy Notice was given.

A notice revoking the appointment of a proxy only takes effect if it is delivered before the start of the meeting or adjourned meeting to which it relates.

A Member present in person or by proxy at any meeting of the Association shall be deemed to have received notice of the meeting and of the purposes for which it was called.

**Appointed Representatives**

Evidence of appointment of any Appointed Representative must be produced in the form of:

1. an original or certified copy of the resolution of the directors or other governing body of the Member Organisation;
2. a letter confirming the appointment of the representative on the letterhead of the Member Organisation signed by a duly authorised individual and submitted with evidence of the authority under which it was signed; or
3. such other form as the Executive Board may reasonably require.

The following documents are included with this notice:

- Agenda which sets out the items to be covered at the Annual General Meeting
- Minutes from the 2016 Annual General Meeting held on 23rd July 2016
- Role Descriptions of the Executive Board to be elected
  - Talent Director
  - Inclusion, Diversity and Human Resources Director
  - Insight and Research Director
  - Public Relations and Communications Director
- Role Descriptions of the work stream Leads to be elected
  - Children and Young People Lead
  - Coaching Lead
  - Competitions Lead
  - Technical Lead
- Application forms for both Executive Board Director and Volleyball England Lead Role.

Additional documents, ballot papers and candidate profiles will be posted on or after Monday 3rd July 2017 and will be posted on the AGM pages of the Volleyball England website, [www.volleyballengland.org/AGM](http://www.volleyballengland.org/AGM) including:

- Biographies of candidates proposed for election (where supplied in time)
- Revised Articles of Association highlighting changes proposed by the Executive Board
- Annual Report 2016-17
- Financial Report 2016-17

**Please note: Only affiliated clubs since 1st August 2016 are entitled to vote.**

Yours Sincerely

Stewart Dunne
Company Secretary & Chief Operating Officer
Notice is hereby given that the Annual General Meeting of the English Volleyball Association will take place on Saturday 29th July 2017 at Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF starting at 13.00.

AGM/17/01 Welcome by the Acting President, Keith Nicholls

AGM/17/02 Appointment of tellers

AGM/17/03 Apologies for absence

AGM/17/04 Confirmation of eligibility to vote

AGM/17/05 Minutes of the Annual General Meeting held on 23rd July 2016
To approve the minutes of last year’s Annual General Meeting held at SportPark, Loughborough University

AGM/17/06 To receive the Annual Report 2016-2017

AGM/17/07 To receive the Financial Report 2016-2017

AGM/17/08 To confirm the appointment of auditors and to confirm the ability for the Board to fix their remuneration

AGM/17/09 Resolutions to be passed will be distributed on 3rd July 2017 by Electoral Reform Services along with ballot papers. These will include changes to the Articles of Association.

AGM/17/10 Election of officers

AGM/17/11 Concluding remarks

June 2017

Dear Member,

Please find enclosed a nomination form for those positions within the Association that come up for re-election at this year’s Annual General Meeting and a form for submitting resolutions to the Executive Board for consideration.

The role of the Executive Board includes strategic planning for the Association, co-ordination and monitoring of the Volleyball England Strategic Plan, budgetary and financial management, corporate governance, marketing, member services and the National Office. It requires able and pragmatic visionaries and practitioners to drive this forward. Each Board member is also a Director of the Company (English Volleyball Association Ltd) and has duties and responsibilities for corporate governance and financial stability.

The Executive Board meets no less than four times in each calendar year and a commitment should be shown to attend these meetings, held both at weekends and during the week. Time between meetings is also needed to pursue and develop Board matters for the benefit of Volleyball in England and of the Association.

Each Executive Board Director and Volleyball Lead has a specific portfolio indicated in the relevant job description which also details the criteria to be considered by the nominations committee. Only those who meet the profile will be eligible to appear on the ballot papers.

This work is essential to meet our new governance requirements and the running and delivery of Volleyball on a national basis. The work programme Leads have at their disposal a collective pool of experts to assist in the delivery of tasks and projects agreed by the Executive Board.

A separate recruitment process will see the nomination and appointment of the pool of experts, you are encouraged to nominate any who you feel have other necessary expertise or skills in all aspects of Volleyball and business directly to the Chief Operating officer coo@volleyballengland.org

Should you wish to propose someone for office, please discuss it with them beforehand and if necessary consult with a previous post holder or in the case of the new roles, the Chief Executive or Operating Officer, or an Executive Board member. The nominee must be an affiliated member of the Association.

Any and all replacements for the position of any Elected Director shall be selected by the Executive Board for recommendation to the Voting Members for election by an ordinary resolution in general meeting. Candidates for the position of any Elected Director may be nominated by any person, but each candidate shall be required to go through an open recruitment process overseen by the Executive Board following a formal, rigorous and transparent process. All nominations must be supported by an application form duly completed by the nominated individual and contained with this pack.

I look forward to receiving your nomination sheet and any proposed resolutions, duly seconded, not later than 5pm on Friday 30th June 2017 for the nomination to be valid. Please address it for the attention of Stewart Dunne, Company Secretary.

Yours sincerely

Stewart Dunne
Company Secretary
As dictated by the Articles of Association the following posts for Directors on the Executive Board and for Commission Presidents are due for election at the 2017 AGM.

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>PRESENT HOLDER</th>
<th>NOMINATION</th>
<th>Membership Number*</th>
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<tbody>
<tr>
<td>Talent Director**</td>
<td>Mr Jefferson Williams</td>
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<tr>
<td>Inclusion, Diversity and Human Resources</td>
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<td>New Post</td>
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<tr>
<td>Director **</td>
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<tr>
<td>Public Relations and Communications</td>
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<td>New Post</td>
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<td>Children and Young People Lead **</td>
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<td>Coaching Lead **</td>
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<td>Competitions Lead **</td>
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<tr>
<td>Technical Lead **</td>
<td>New Post</td>
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</tr>
</tbody>
</table>

* Referee, Coach, Player Registration number and/or Affiliated club number
**Nomination needs to be supported by an application form completed by the nominated individual

We hereby propose the above-mentioned for positions as Elected Directors / Volleyball Leads in the office stated.

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<thead>
<tr>
<th>Name (please PRINT IN BLOCK CAPITALS)</th>
<th>Proposed by</th>
<th>Seconded by</th>
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<tbody>
<tr>
<td>Referee, Coach, Player Registration number</td>
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<td>and/or Affiliated club name and number</td>
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<td>Signature</td>
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<tr>
<td>Date</td>
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Completed nomination forms and application forms for all posts must be returned to the:
Volleyball Hub, FAO Stewart Dunne, Company Secretary, by 5pm on Friday 30th June 2017
Volleyball England, SportPark, Loughborough University,
3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF
RESOLUTION FORM

If you would like to submit a resolution to the Executive Board for consideration for inclusion at the 2017 AGM, please complete and submit this form by 5pm on Friday 30\textsuperscript{th} June 2017. The Executive Board will consider any proposed resolutions.

<table>
<thead>
<tr>
<th>Resolution (max. 500 words)</th>
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We hereby propose the above-mentioned resolution for consideration by the Executive Board.

<table>
<thead>
<tr>
<th>Proposed by</th>
<th>Seconded by</th>
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<tbody>
<tr>
<td>Name (please PRINT IN BLOCK CAPITALS)</td>
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Volleyball Hub, FAO Stewart Dunne, Company Secretary, by 5pm on Friday 30\textsuperscript{th} June 2017
Volleyball England, SportPark, Loughborough University,
3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF
Executive Board - Talent Director

Responsible to: President and Board of the English Volleyball Association Ltd.

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Role Description

Responsibilities:

Fiduciary Duties

1. To act as a Director of the English Volleyball Association Ltd (the Company) in the best interests of the Company with honesty and good faith towards its members, employees, partners, funding agencies, sponsors and of the communities within which the Company operates.

2. To use such personal and professional skills together with such contacts, experience and judgement as they may possess with integrity and independence to optimise both the short and long term performance of the Company and in particular the areas of her/his own portfolio of responsibility.

3. To play a full part in enabling the Board to arrive at balanced and objective decisions in the performance of its agreed role and functions.

4. To ensure that the objectives of the Company, as agreed by the Board, are fully, promptly and properly carried out.

Director’s Obligations

5. In particular the Director shall:

   5.1. Attend all Board meetings called during the year, unless prevented by exceptional circumstances;

   5.2. Attend the Annual General Meeting and such other Extraordinary General Meetings as may be necessary;

   5.3. Act as a member of such Sub Groups of the Board as the Board shall decide, attending all meetings of such Sub Groups unless prevented by exceptional circumstances;

   5.4. Place on the agenda for meetings of the Board or Sub Groups of the Board any matter relating to the Company’s business, which the Director considers should be discussed.

Board Obligations

6. The Director will:

   6.1. Ensure that the decisions of the Board are fully, promptly and properly carried out

   6.2. Challenge and contribute to the development of strategy constructively

   6.3. Scrutinise the performance of management in meeting agreed goals and objectives and monitor the reporting of performance

   6.4. Satisfy him/her-self that the integrity of financial information and that financial controls and systems of risk management are robust and defensible

   6.5. Ensure that s/he is consulted upon and participates in succession planning
6.6. Ensure that s/he is consulted upon and receives adequate information in a timely fashion about the finances, proposed strategy plans and activities that would have a Material Effect on the Company.

6.7. Ensure that s/he has access to such key managers and professional advisors of the Company as may be required to enable the Director to perform his/her duties.

6.8. Ensure that s/he fully understands:
   - the business of the Company and its services
   - the sport and territories in which the Company operates
   - the roles of staff in the Company
   - the Company’s organisation, structure and methods of working

6.9. Ensure that s/he understands the views of major funding partners, stakeholders and sponsors.

6.10. Insist on a comprehensive, formal and tailored induction.

6.11. Seek continually to develop and refresh knowledge and skills to ensure any contribution to the Board remains informed and relevant.

6.12. Ensure that any concerns, which cannot be resolved about the running of the Company, or a proposed action are recorded in the Board minutes; on resignation provide a written statement to the President, for circulation to the Board, with regard to any such concerns.

**Personal Obligations**

7. The Director will:

7.1. Ensure that s/he complies with all his/her obligations as a Director required by law, the Company’s Memorandum and Articles of Association, and decisions of the General Meetings.

7.2. Obtain independent professional advice at the Company’s expense should s/he consider that this is required in order to enable him/her to discharge his/her duties as a Director provided that s/he first obtains the permission (not to be unreasonably withheld) of the President, who shall promptly report such request to the Board.

7.3. Disclose immediately any personal interest in any activity of the Company and take no further part in any Board or Commission/Committee discussion of the matter.

7.4. Accept such outside appointments as shall be agreed by the Board;
   - to be compatible with the Company’s demands on the Director’s time, and
   - not to be detrimental to the interests of the Company.

**Portfolio Responsibilities - Talent**

8. The Director will:

8.1. To provide strategic leadership and direction for the Talent Strategy, projects and programmes.

8.2. Review and advise on the company’s Talent Strategy and provide informed advice to the Board, Sub Group and SMT.

8.3. Oversee the performance pathway of athletes within all disciplines of the Sport.

8.4. Support, guide and oversee the work related to Talent of the Technical and Talent Sub Group.

8.5. Review the implementation, monitoring and evaluation of the performance outcomes of the Talent Strategy and future outcomes of the programmes and interventions’ of the Technical and Talent Sub Group where relevant.
8.6. Assess the performance of the Technical and Talent Sub Group against the Delivery Plan and budget and report to the Annual General Meeting by means of a written report within the Annual Report

8.7. Be a member of Technical and Talent Sub Groups and other working groups as prescribed by the Framework document or by board agreement

8.8. Be responsible for the policy relating to the recruitment, support and performance management of the national team coaches, managers and other staff.

8.9. Prepare quarterly reports for the Board on the value and issues related to projects and programmes within the performance pathway.

Person Specification

Applicants for the position of Talent Director of the English Volleyball Association Ltd should meet the following personal specifications.

Membership:

- For the purposes of this voluntary position, the person appointed is required to be a member of the Company as defined in the Articles of Association.

Key skills, experience and qualifications required:

- A comprehensive understanding of performance coaching, sport science and medicine, international competition and talent pathways
- An understanding and acceptance of the legal duties, responsibilities and liabilities of a Company Director
- A proven track record of success as a key organisational player significantly involved in delivering strategic objectives
- Experience of running a business or working in a Board or similar forums at a senior level, in a commercial, academic, voluntary or public sector context
- A sound working knowledge of sport and the public and private sectors
- Ability to build and maintain strong, transparent relationships with key stakeholders
- Ability to support, challenge and manage a relationship with other Directors, Sub Group Members and Staff;
- A thorough understanding and/or experience of the major external international and national structures and initiatives that impact on sports/volleyball performance programmes.
- A broad understanding and commitment to safeguarding young people in a talent environment

Behavioural competencies and qualities required:

- Have a commitment to the purpose, mission, and values of Volleyball England
- Have an awareness, understanding, and appreciation the needs of the Volleyball England membership
- To act morally and ethically in accordance with the values of Volleyball England
- To avoid conflicts of interest
- To understand the need to base decisions on what is good for Volleyball England
- To accept accountability for group decisions so that the Board of Directors speaks with one voice
- To dedicate sufficient time each week to your board work for a term of four (4) years
- To be able to maintain confidentiality
- A willingness to take direction and advice from the Board
To maintain a strategic perspective, vision and ability to work positively within a team
- Takes responsibility for your own actions and visibly supports the SMT and their agenda
- Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outcomes
- Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
- To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
- Drive and commitment and the ability to demonstrate this to others
- Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
- Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- A commitment to the sport and the Company
- Dynamic, enthusiastic and energetic
- Resilience and ability to make things happen
- A willingness to develop, identify individual and group needs and take part in training to improve individual and board performance
- A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.
- A willingness to be available to key staff for advice and enquiries on an ad hoc basis.

How to Apply:

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Executive Board – Inclusion, Diversity and HR Director

Responsible to: President and Board of the English Volleyball Association Ltd.

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Role Description

Responsibilities:

Fiduciary Duties

1. To act as a Director of the English Volleyball Association Ltd (the Company) in the best interests of the Company with honesty and good faith towards its members, employees, partners, funding agencies, sponsors and of the communities within which the Company operates.

2. To use such personal and professional skills together with such contacts, experience and judgement as they may possess with integrity and independence to optimise both the short and long term performance of the Company and in particular the areas of her/his own portfolio of responsibility.

3. To play a full part in enabling the Board to arrive at balanced and objective decisions in the performance of its agreed role and functions.

4. To ensure that the objectives of the Company, as agreed by the Board, are fully, promptly and properly carried out.

Director’s Obligations

5. In particular the Director shall:

   5.1. Attend all Board meetings called during the year, unless prevented by exceptional circumstances;

   5.2. Attend the Annual General Meeting and such other Extraordinary General Meetings as may be necessary;

   5.3. Act as a member of such Sub Groups of the Board as the Board shall decide, attending all meetings of such Sub Groups unless prevented by exceptional circumstances;

   5.4. Place on the agenda for meetings of the Board or Board Sub Groups of the Board any matter relating to the Company's business, which the Director considers should be discussed.

Board Obligations

6. The Director will:

   6.1. Ensure that the decisions of the Board are fully, promptly and properly carried out;

   6.2. Challenge and contribute to the development of strategy constructively;

   6.3. Scrutinise the performance of management in meeting agreed goals and objectives and monitor the reporting of performance;

   6.4. Satisfy him/her-self that the integrity of financial information and that financial controls and systems of risk management are robust and defensible;

   6.5. Ensure that s/he is consulted upon and participates in succession planning;
6.6. Ensure that s/he is consulted upon and receives adequate information in a timely fashion about the finances, proposed strategy plans and activities that would have a Material Effect on the Company;

6.7. Ensure that s/he has access to such key managers and professional advisors of the Company as may be required to enable the Director to perform his/her duties;

6.8. Ensure that s/he fully understands:
   - the business of the Company and its services,
   - the sport and territories in which the Company operates;
   - the roles of staff in the Company;
   - the Company's organisation, structure and methods of working;

6.9. Ensure that s/he understands the views of major funding partners, stakeholders and sponsors;

6.10. Insist on a comprehensive, formal and tailored induction;

6.11. Seek continually to develop and refresh knowledge and skills to ensure any contribution to the Board remains informed and relevant;

6.12. Ensure that any concerns, which cannot be resolved about the running of the Company, or a proposed action are recorded in the Board minutes; on resignation provide a written statement to the President, for circulation to the Board, with regard to any such concerns.

**Personal Obligations**

7. The Director will:

   7.1. Ensure that s/he complies with all his/her obligations as a Director required by law, the Company's Memorandum and Articles of Association, and decisions of the General Meetings;

   7.2. Obtain independent professional advice at the Company's expense should s/he consider that this is required in order to enable him/her to discharge his/her duties as a Director provided that s/he first obtains the permission (not to be unreasonably withheld) of the President, who shall promptly report such request to the Board;

   7.3. Disclose immediately any personal interest in any activity of the Company and take no further part in any Board or Commission/Committee discussion of the matter;

   7.4. Accept such outside appointments as shall be agreed by the Board;
   - to be compatible with the Company's demands on the Director's time, and
   - not to be detrimental to the interests of the Company.

**Portfolio Responsibilities; There are two areas of responsibility;**

   a. Inclusion and Diversity and
   b. Human Resources

**Portfolio Responsibilities - Inclusion and Diversity**

The Inclusion and Diversity portfolio holder will be to develop, implement and monitor programs that promote inclusion and diversity within the company. This role is responsible for creating and fostering an open and inclusive organisation.

8. The Director will:

   8.1. Be the Inclusion and Diversity ‘Champion’ on the Board

   8.2. Working with the SMT to develop, monitor and review an Inclusion and Diversity Strategy, designed to ensure membership, staff and volunteers understand their legislative duties in this area
8.3. To work with the SMT and HUB team to ensure the development of policies and programs to attract, retain and promote a diverse workforce and opportunities across the whole organisation.

8.4. To support and develop training opportunities to educate employees and members on how to recognise, accommodate and appreciate individual differences and how these can be bridged back to assist in meeting company business and governance objectives.

8.5. To ensure that everyone has equal access to services offered by Volleyball England.

8.6. Working with the HUB team to ensure all projects and programmes are well researched and apply and promote diversity and sharing best practices.

8.7. To ensure as an organisation we provide advice, guidance and support on equality and diversity issues.

8.8. Maintaining an up-to-date knowledge of anti-discriminatory legislation and translating equality legislation into practice to ensure Volleyball England meet statutory requirements.

8.9. To measure the effectiveness of the Inclusion and Diversity Strategy and prepare quarterly reports for the board on the value of projects and programmes.

**Portfolio Responsibilities – HR**

The HR portfolio holder will be responsible for providing advice and guidance to management on strategic staffing issues, supporting the development and implementation of programs and policies as they apply to employee relations, compensation, benefits, safety, performance and staffing levels.

8.10. To work with the SMT, and particularly the COO to support strategic decision making in relation to the staffing needs of the organisation.

8.11. Work with the SMT to develop and implement an HR strategy in line with the business plan. To ensure HR plans support the needs of the business but are also flexible enough to cope with changes in the organisation, as and when they occur.

8.12. To ensure all policies and procedures are up to date and legally compliant.

8.13. To provide advice on specific issues related to HR such as maternity and paternity leave, JD reviews, recruitment etc.

8.14. Support the Board and SMT to develop a Succession Planning Strategy for both Board, Key Volunteers and staff.

8.15. Support the SMT with occupational health referrals, any performance or grievance issues in a legally compliant and professional way.

8.16. Work with the SMT to develop training needs analysis and support the implementation of a training plan for Board, staff and key volunteers.

8.17. Support the SMT to develop, implement and monitor a Performance Management Strategy, this will include appraisals and a Reward and Recognition Strategy.

8.18. Support the recruitment of new staff and Board members.

8.19. Provide a quarterly report to the board on HR issues such as staff turnover, sick leave, TOIL, performance issues, grievances etc.

**Person Specification**

Applicants for the position of Inclusion, Diversity and HR Director of the English Volleyball Association Ltd should meet the following personal specifications.
Membership:

- For the purposes of this voluntary position, the person appointed is required to be a member of the Company as defined in the Articles of Association.

Key skills, experience and qualifications required:

- An understanding and acceptance of the legal duties, responsibilities and liabilities of a Company Director
- A proven track record of success as a key organisational player significantly involved in delivering strategic objectives
- Experience of running and developing a business or working on a Board or similar forums at a senior level, in a commercial, academic, voluntary or public sector context
- A sound working knowledge of sport and the public and private sectors
- Ability to build and maintain strong, transparent relationships with key stakeholders, partners, members
- Ability to support, challenge and manage a relationship with other Directors, Sub Group Members and Staff
- Have a proven track record in leading a diversity and inclusion agenda
- Ability to build and engage with extensive networks of diverse members
- Sound knowledge Equality Act 2010 and good practice initiatives
- HR management experience and degree equivalent
- Strong working knowledge of employment law issues and the ability to apply these to a variety of situations using a pragmatic and common sense approach

Behavioural competencies and qualities required:

- Have a commitment to the purpose, mission, and values of Volleyball England
- Have an awareness, understanding, and appreciation the needs of the Volleyball England membership
- To act morally and ethically in accordance with the values of Volleyball England
- To avoid conflicts of interest
- To understand the need to base decisions on what is good for Volleyball England
- To accept accountability for group decisions so that the Board of Directors speaks with one voice
- To dedicate sufficient time each week to your board work for a term of four (4) years
- To be able to maintain confidentiality
- A willingness to take direction and advice from the Board
- To maintain a strategic perspective, vision and ability to work positively within a team
- Takes responsibility for your own actions and visibly supports the SMT and their agenda
- Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outcomes
- Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
- To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
- Drive and commitment and the ability to demonstrate this to others
• Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
• Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
• A commitment to the sport and the Company
• Dynamic, enthusiastic and energetic
• Resilience and ability to make things happen
• A willingness to develop, identify individual and group needs and take part in training to improve individual and board performance
• A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

How to Apply:

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Executive Board – PR and Communications Director

Responsible to: President and Board of the English Volleyball Association Ltd.

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association's Expenses Claim Policy.

Role Description

Responsibilities:

Fiduciary Duties

1. To act as a Director of the English Volleyball Association Ltd (the Company) in the best interests of the Company with honesty and good faith towards its members, employees, partners, funding agencies, sponsors and of the communities within which the Company operates.

2. To use such personal and professional skills together with such contacts, experience and judgement as they may possess with integrity and independence to optimise both the short and long term performance of the Company and in particular the areas of her/his own portfolio of responsibility.

3. To play a full part in enabling the Board to arrive at balanced and objective decisions in the performance of its agreed role and functions.

4. To ensure that the objectives of the Company, as agreed by the Board, are fully, promptly and properly carried out.

Director’s Obligations

5. In particular, the Director shall:

   5.1. Attend all Board meetings called during the year, unless prevented by exceptional circumstances;

   5.2. Attend the Annual General Meeting and such other Extraordinary General Meetings as may be necessary;

   5.3. Act as a member of such Sub Groups of the Board as the Board shall decide, attending all meetings of such Sub Groups unless prevented by exceptional circumstances;

   5.4. Place on the agenda for meetings of the Board or Board Sub Groups of the Board any matter relating to the Company’s business, which the Director considers should be discussed.

Board Obligations

6. The Director will:

   6.1. Ensure that the decisions of the Board are fully, promptly and properly carried out;

   6.2. Challenge and contribute to the development of strategy constructively;

   6.3. Scrutinise the performance of management in meeting agreed goals and objectives and monitor the reporting of performance;

   6.4. Satisfy him/her-self that the integrity of financial information and that financial controls and systems of risk management are robust and defensible;

   6.5. Ensure that s/he is consulted upon and participates in succession planning;
6.6. Ensure that s/he is consulted upon and receives adequate information in a timely fashion about the finances, proposed strategy plans and activities that would have a Material Effect on the Company;

6.7. Ensure that s/he has access to such key managers and professional advisors of the Company as may be required to enable the Director to perform his/her duties;

6.8. Ensure that s/he fully understands:
   - the business of the Company and its services,
   - the sport and territories in which the Company operates;
   - the roles of staff in the Company;
   - the Company’s organisation, structure and methods of working;

6.9. Ensure that s/he understands the views of major funding partners, stakeholders and sponsors;

6.10. Insist on a comprehensive, formal and tailored induction;

6.11. Seek continually to develop and refresh knowledge and skills to ensure any contribution to the Board remains informed and relevant;

6.12. Ensure that any concerns, which cannot be resolved about the running of the Company, or a proposed action are recorded in the Board minutes; on resignation provide a written statement to the President, for circulation to the Board, with regard to any such concerns.

**Personal Obligations**

7. The Director will:

   7.1. Ensure that s/he complies with all his/her obligations as a Director required by law, the Company's Memorandum and Articles of Association, and decisions of the General Meetings;

   7.2. Obtain independent professional advice at the Company's expense should s/he consider that this is required in order to enable him/her to discharge his/her duties as a Director provided that s/he first obtains the permission (not to be unreasonably withheld) of the President, who shall promptly report such request to the Board;

   7.3. Disclose immediately any personal interest in any activity of the Company and take no further part in any Board or Commission/Committee discussion of the matter;

   7.4. Accept such outside appointments as shall be agreed by the Board:
   - to be compatible with the Company’s demands on the Director’s time, and
   - not to be detrimental to the interests of the Company.

**Portfolio Responsibilities – PR and Communications Director**

The Director of PR & Communications will be responsible for developing the strategy for Volleyball England’s internal and external communications.

8. The Director will:

   8.1. Support the SMT to develop, deliver and monitor an PR and Communications Strategy. This will include a media relations strategy defining print, broadcast and online media targets / customers

   8.2. Identify and develop relationships with key media to secure and grow media coverage both online and offline
8.3. Work with the Insight and Research Director and the SMT to develop quality market research that will enable Volleyball England to develop new business opportunities

8.4. Working with members of the HUB team to driving growth by raised brand awareness through a variety of media activities including press, social media, e-marketing and events

8.5. Understand market trends and the impact it will have on Volleyball England

8.6. Provide quarterly reports to the board that monitors and analyse the outcomes of the PR and Communications Strategy.

**Person Specification**

Applicants for the position of PR and Communications Director of the English Volleyball Association Ltd should meet the following personal specifications.

**Membership:**

- For the purposes of this voluntary position, the person appointed is required to be a member of the Company as defined in the Articles of Association.

**Key skills, experience and qualifications required:**

- An understanding and acceptance of the legal duties, responsibilities and liabilities of a Company Director
- A proven track record of success as a key organisational player significantly involved in delivering strategic objectives
- Experience of running and developing a business or working on a Board or similar forums at a senior level, in a commercial, academic, voluntary or public sector context
- A sound working knowledge of sport and the public and private sectors
- Ability to build and maintain strong, transparent relationships with key stakeholders, partners, members
- Ability to support, challenge and manage a relationship with other Directors, Sub Group Members and Staff
- Candidates must be able to demonstrate experience of working within a PR and or Communications environment
- Experience of both b2c and b2b would be advantageous
- You need excellent writing, editing and proofreading skills
- Proven experience in working with media both
- Undergraduate degree or equivalent, preferably in PR or Communications
- Experience of writing for a variety of different audiences
- General journalistic or marketing experience would be beneficial.

**Behavioural competencies and qualities required**

- Have a commitment to the purpose, mission, and values of Volleyball England
- Have an awareness, understanding, and appreciation the needs of the Volleyball England membership
- To act morally and ethically in accordance with the values of Volleyball England
- To avoid conflicts of interest
- To understand the need to base decisions on what is good for Volleyball England
- To accept accountability for group decisions so that the Board of Directors speaks with one voice
To dedicate sufficient time each week to your board work for a term of four (4) years
- To be able to maintain confidentiality
- A willingness to take direction and advice from the Board
- To maintain a strategic perspective, vision and ability to work positively within a team
- Takes responsibility for your own actions and visibly supports the SMT and their agenda
- Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outcomes
- Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
- To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
- Drive and commitment and the ability to demonstrate this to others
- Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
- Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- A commitment to the sport and the Company
- Dynamic, enthusiastic and energetic
- Resilience and ability to make things happen
- A willingness to develop, identify individual and group needs and take part in training to improve individual and board performance
- A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

How to Apply:

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Executive Board – Insight and Research Director

Responsible to: President and Board of the English Volleyball Association Ltd.

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Role Description

Responsibilities:

Fiduciary Duties

1. To act as a Director of the English Volleyball Association Ltd (the Company) in the best interests of the Company with honesty and good faith towards its members, employees, partners, funding agencies, sponsors and of the communities within which the Company operates.

2. To use such personal and professional skills together with such contacts, experience and judgement as they may possess with integrity and independence to optimise both the short and long term performance of the Company and in particular the areas of her/his own portfolio of responsibility.

3. To play a full part in enabling the Board to arrive at balanced and objective decisions in the performance of its agreed role and functions.

4. To ensure that the objectives of the Company, as agreed by the Board, are fully, promptly and properly carried out.

Director’s Obligations

5. In particular the Director shall:

   5.1. Attend all Board meetings called during the year, unless prevented by exceptional circumstances;
   5.2. Attend the Annual General Meeting and such other Extraordinary General Meetings as may be necessary;
   5.3. Act as a member of such Sub Groups of the Board as the Board shall decide, attending all meetings of such Sub Groups unless prevented by exceptional circumstances;
   5.4. Place on the agenda for meetings of the Board or Board Sub Groups of the Board any matter relating to the Company’s business, which the Director considers should be discussed.

Board Obligations

6. The Director will:

   6.1. Ensure that the decisions of the Board are fully, promptly and properly carried out;
   6.2. Challenge and contribute to the development of strategy constructively;
   6.3. Scrutinise the performance of management in meeting agreed goals and objectives and monitor the reporting of performance;
   6.4. Satisfy him/her-self that the integrity of financial information and that financial controls and systems of risk management are robust and defensible;
   6.5. Ensure that s/he is consulted upon and participates in succession planning;
   6.6. Ensure that s/he is consulted upon and receives adequate information in a timely fashion about the finances, proposed strategy plans and activities that would have a Material Effect on the Company;
6.7. Ensure that s/he has access to such key managers and professional advisors of the Company as may be required to enable the Director to perform his/her duties;

6.8. Ensure that s/he fully understands:
   - the business of the Company and its services,
   - the sport and territories in which the Company operates;
   - the roles of staff in the Company;
   - the Company's organisation, structure and methods of working;

6.9. Ensure that s/he understands the views of major funding partners, stakeholders and sponsors;

6.10. Insist on a comprehensive, formal and tailored induction;

6.11. Seek continually to develop and refresh knowledge and skills to ensure any contribution to the Board remains informed and relevant;

6.12. Ensure that any concerns, which cannot be resolved about the running of the Company, or a proposed action are recorded in the Board minutes; on resignation provide a written statement to the Chairman, for circulation to the Board, with regard to any such concerns.

**Personal Obligations**

7. The Director will:

   7.1. Ensure that s/he complies with all his/her obligations as a Director required by law, the Company's Memorandum and Articles of Association, and decisions of the General Meetings;

   7.2. Obtain independent professional advice at the Company's expense should s/he consider that this is required in order to enable him/her to discharge his/her duties as a Director provided that s/he first obtains the permission (not to be unreasonably withheld) of the President, who shall promptly report such request to the Board;

   7.3. Disclose immediately any personal interest in any activity of the Company and take no further part in any Board or Commission/Committee discussion of the matter;

   7.4. Accept such outside appointments as shall be agreed by the Board:
   - to be compatible with the Company's demands on the Director's time, and
   - not to be detrimental to the interests of the Company.

**Portfolio Responsibilities - Insight and Research Director**

The focus of the work of the **Insight and Research Director** primarily focuses on market research, understanding our membership and developing research that helps to drive the operational and creative strategies of Volleyball England.

8. The Director will:

   8.1. Support the SMT to develop, deliver and monitor an Insight and Research Strategy. This will include the collection and collation of member/customer feedback and surveys to ensure we meet the needs of our members/customers.

   8.2. Use insight and research to support the development of all Volleyball England products and programmes.

   8.3. **Working with the SMT to develop and collate data from primary research, desk based research, customer database systems and other sources**

   8.4. Analyse key themes using data from a wide range of sources and identify possible impact on Volleyball England.
8.5. Understand market trends and impact it will have on Volleyball England
8.6. Monitor and influence, through insight, a set of KPIs including website usage, customer satisfaction etc.
8.7. Provide quarterly reports to drive the business forward through insight

Person Specification

Applicants for the position of Insight and Research Director of the English Volleyball Association Ltd should meet the following personal specifications.

Membership:

- For the purposes of this voluntary position, the person appointed is required to be a member of the Company as defined in the Articles of Association.

Key skills, experience and qualifications required:

- An understanding and acceptance of the legal duties, responsibilities and liabilities of a Company Director
- A proven track record of success as a key organisational player significantly involved in delivering strategic objectives
- Experience of running and developing a business or working on a Board or similar forums at a senior level, in a commercial, academic, voluntary or public sector context
- A sound working knowledge of sport and the public and private sectors
- Ability to build and maintain strong, transparent relationships with key stakeholders, partners, members
- Ability to support, challenge and manage a relationship with other Directors, Sub Group Members and Staff
- Previous insight and research experience either in a research organisation or research department
- Thorough understanding of the role of qualitative and quantitative research methodologies and experience of qualitative and quantitative data analysis
- Understanding of questionnaires, including web based surveys and other research materials
- Ability to engage with extensive networks of diverse members
- Proven experience in working with data, strong data analysis and interpretation skills
- Undergraduate degree or equivalent, preferably in economics or statistics
- Strong commercial focus - ability to present key findings

Behavioural competencies and qualities required:

- Have a commitment to the purpose, mission, and values of Volleyball England
- Have an awareness, understanding, and appreciation the needs of the Volleyball England membership
- To act morally and ethically in accordance with the values of Volleyball England
- To avoid conflicts of interest
- To understand the need to base decisions on what is good for Volleyball England
- To accept accountability for group decisions so that the Board of Directors speaks with one voice
- To dedicate sufficient time each week to your board work for a term of four (4) years
- To be able to maintain confidentiality
- A willingness to take direction and advice from the Board
• To maintain a strategic perspective, vision and ability to work positively within a team
• Takes responsibility for your own actions and visibly supports the SMT and their agenda
• Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outcomes
• Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
• To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
• Drive and commitment and the ability to demonstrate this to others
• Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
• Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
• A commitment to the sport and the Company
• Dynamic, enthusiastic and energetic
• Resilience and ability to make things happen
• A willingness to develop, identify individual and group needs and take part in training to improve individual and board performance
• A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

How to Apply:

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Lead for Children and Young People

Term: 4 years from 2017 AGM

Responsible to: Development Director

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Closing Date: 1st July 2017


Volleyball England is currently looking to appoint a voluntary Lead of Children and Young People

Your role will expect you:

• To provide operational leadership and overview of the Children and Young People (C&YP) landscape
• To support the development, implementation and evolution of the Core Market Strategy with a focus on C&YP
• To support the HUB team to ensuring all products & programmes remain current, meet the changing needs of children and young people
• To be the trusted “go to” expert for anything relating to C&YP
• Increase Volleyball England’s influence within schools ensuring through teachers, children and young people are supported to develop a love of volleyball now and in the future
• Support the creation of innovative and dynamic products that lead the way in engaging children & young people in volleyball whilst also generating a commercial return.
• To act as a facilitator in the delivery of Volleyball England’s Strategic Plan by working in partnership with the HUB team in ensuring outcomes from the strategy is successfully achieved and monitored
• Play a significant role in Volleyball England’s cross-team work to ensure all clubs with young people in are able to tailor the way they operate to meet the needs and motivations of their young members.
• Support to develop a strong and meaningful relationship with key organisations to help more and better volleyball happen for C&YP including Youth Sport Trust, Association for Colleges, Club Matters & other youth organisations

We are looking for a candidate who:

• Will be the operational lead for C&YP and will support the development and implementation of a C&YP plan that identifies strategies, pathways and offers an enhanced experience and engage with schools.
• Will help the Insight and Research Director analyse and interpret research to inform plans and products maximising engagement, retention and overall experience.
• Has a background in Child Protection and Safeguarding
• Understand and contributes to Volleyball England’s strategic vision.
• Expert knowledge of children and young people motivations, behaviours and attitudes
• Specialist knowledge of the school /youth sector including the key pressures they face and support needed
• Understanding of volleyball, including structures within the game
• Strong and expert knowledge of the sports and education landscape
• Will manage working groups focusing on C&YP projects and programmes

**Key skills, experience and qualifications required:**

• Have a commitment to the purpose, mission, and values of Volleyball England
• Have an awareness, understanding, and appreciation the needs of the Volleyball England membership
• To act morally and ethically in accordance with the values of Volleyball England;
• To avoid conflicts of interest
• To dedicate sufficient time each week to your work for a term of four (4) years
• To be able to maintain confidentiality
• A willingness to take direction and advice from the Board
• To maintain a strategic perspective, vision and ability to work positively within a team
• Takes responsibility for your own actions and visibly supports the SMT and our shared priorities
• Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outputs
• Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
• To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
• Drive and commitment and the ability to demonstrate this to others
• Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
• Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
• A commitment to the sport and the Company
• Dynamic, enthusiastic and energetic and ability to make things happen
• A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

**How to Apply:**

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Lead for Coaching

Term: 4 years from 2017 AGM

Responsible to: Core Market and Technical Directors

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Closing Date: 1st July 2017


Volleyball England is currently looking to appoint a voluntary Lead of Coaching

Your role will expect you:

- To provide operational leadership and overview of the coaching landscape
- To support the development, implementation and evolution of the Core Market and Technical Strategies with a focus on Coaching – from grassroots to elite
- Develop a Coaching Strategy / action plan (as part of the Core Market Strategy) that will support the recruitment, development, deployment and recognition of the work done by Volleyball Coaches.
- Support HUB team in the design, coordination, implementation, evaluation and record the effectiveness of the Coaching Strategy
- To support the HUB team to ensuring all products & programmes remain current, meet the changing needs of coaches
- To be the trusted “go to” expert for anything relating to Coaching
- Increase Volleyball England’s influence within the coaching environments and with agencies associated with Coaching (Sports Coach UK) ensuring Coaches are supported to ensure lifelong participation
- Support the creation of innovative and dynamic products that lead the way in engaging new coaches in volleyball whilst also generating a commercial return.
- To act as a facilitator in the delivery of Volleyball England’s Strategic Plan by working in partnership with the HUB team in ensuring outcomes from the strategy is successfully achieved and monitored
- Play a significant role in Volleyball England’s cross-team work to ensure all Coaches are able to tailor the way they operate to meet the needs and motivations of their members/ participants.

We are looking for a candidate who:

- Has an extensive working knowledge of coaching volleyball
- Will be the lead for the operational development of Coaches and will support the development and implementation of the Coaching plan that identifies strategies, pathways and offers opportunities to improve and develop.
- Will help the Insight and Research Director analyse and interpret research to inform plans and products maximising engagement, retention and overall experience of Coaches
- Has an understanding and awareness of the issues facing coaches from local league clubs to performance coaches and the practical, educational, vocational and social needs of players at all levels
- Has a background in Coaching – a minimum of a Level 2 Volleyball England Coaching Qualification and preferably some form of Tutor qualification / experience
• Must have a knowledge and understanding of the safeguarding and welfare standards set by Volleyball England
• Understand and contributes to Volleyball England’s strategic vision.
• Expert knowledge of what motivates coaches, their behaviours and attitudes
• Specialist knowledge of the coaching sector including the key pressures they face and support needed
• Understanding of volleyball, including structures within the game
• Strong and expert knowledge of the sports and education landscape
• Will manage working groups focusing on C&YP projects and programmes

Key skills, experience and qualifications required:

• Have a commitment to the purpose, mission, and values of Volleyball England;
• Have an awareness, understanding, and appreciation the needs of the Volleyball England membership and in particular Coaches
• To act morally and ethically in accordance with the values of Volleyball England;
• To avoid conflicts of interest
• To dedicate sufficient time each week to your work for a term of four (4) years
• To be able to maintain confidentiality
• A willingness to take direction and advice from the Board
• To maintain a strategic perspective, vision and ability to work positively within a team
• Takes responsibility for your own actions and visibly supports the SMT and our shared priorities
• Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outputs
• Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
• To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
• Drive and commitment and the ability to demonstrate this to others
• Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
• Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
• A commitment to the sport and the Company
• Dynamic, enthusiastic and energetic and ability to make things happen
• A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

How to Apply:

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Lead for Competitions

Term: 4 years from 2017 AGM

Responsible to: Core Market and Competitions and Events Directors

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Closing Date: 1st July 2017


Volleyball England is currently looking to appoint a voluntary Lead of our Competitions

Your role will expect you:

- To provide operational leadership, co-ordination, management and overview of the delivery of all Volleyball England competitions framework
- To work as part of the Core Market and Technical and Talent Sub Groups
- To support the strategic development, implementation and evolution of the competitions framework as part of the Core Market and Technical and Talent Strategies
- Develop a competitions framework that will support the recruitment, development, deployment and recognition of the work done by competition and events volunteers
- Provide expertise to support the design, coordination, implementation, evaluation and record the effectiveness of individual competitions and the competitions framework as a whole
- To ensuring all competitions & events remain current, meet the changing needs of our customers (the volleyball community) and deliver Volleyball England’s strategic aims and objectives
- To be the trusted “go to” expert for anything relating to competitions
- Support Volleyball England’s aspiration to develop and deliver high quality national and international competitions/events
- Support the creation of innovative and dynamic competitions that lead the way in engaging new participants in volleyball whilst also generating a commercial return.
- To act as a facilitator in the delivery of Volleyball England’s Strategic Plan by working in partnership with the HUB team in ensuring outcomes from the strategy is successfully achieved and monitored
- Play a significant role in Volleyball England’s cross-team work to ensure all participants are to compete at a level that meets their needs and motivations their members/ participants to remain in the sport.

We are looking for a candidate who:

- Have an in depth working knowledge of volleyball competitions from grassroots to NVL
- Will be the lead for the operational development of competitions and will support the development and implementation of the competitions framework that identifies strategies and opportunities for players to improve and develop
- Will help the Insight and Research Director analyse and interpret research to inform plans and products maximising engagement, retention and overall experience of players
- Has an understanding and awareness of the issues facing competition organisers from local league to NVL
• Must have a knowledge and understanding of the safeguarding and welfare standards set by Volleyball England
• Understand and contributes to Volleyball England’s strategic vision.
• Expert knowledge of what motivates people to take part in competitions, their behaviours and attitudes
• Understanding of volleyball, including structures within the game
• Strong and expert knowledge of the sports and education landscape
• Will manage working groups focusing on C&YP projects and programmes

**Key skills, experience and qualifications required:**

• Have a commitment to the purpose, mission, and values of Volleyball England;
• Have an awareness, understanding, and appreciation the needs of the Volleyball England membership
• To act morally and ethically in accordance with the values of Volleyball England;
• To avoid conflicts of interest
• To dedicate sufficient time each week to your work for a term of four (4) years
• To be able to maintain confidentiality
• A willingness to take direction and advice from the Board
• To maintain a strategic perspective, vision and ability to work positively within a team
• Takes responsibility for your own actions and visibly supports the SMT and our shared priorities
• Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outputs
• Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
• To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
• Drive and commitment and the ability to demonstrate this to others
• Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
• Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
• A commitment to the sport and the Company
• Dynamic, enthusiastic and energetic and ability to make things happen
• A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

**How to Apply:**

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
Lead for Technical

Term: 4 years from 2017 AGM

Responsible to: Technical Director

Remuneration: This is a voluntary role. Any reasonable out of pocket-expenses will be met in accordance with the Association’s Expenses Claim Policy.

Closing Date: 1st July 2017


Volleyball England is currently looking to appoint a voluntary Lead for the Technical areas of Volleyball

Your role will expect you:

- To work as part of the Technical and Talent (T&T) Sub Group to develop an overarching strategy, but with a focus on the technical elements for coaches and officials
- To provide operational leadership and the guardian of the technical content within coaching and officiating
- To support the strategic delivery, implementation and evolution of the T&T Strategies with a focus on coaching and officiating
- Provide technical expertise with the design, coordination, implementation, evaluation and to record the effectiveness of the technical elements the T&T Strategy and the player development model
- To support the HUB team to ensuring all products & programmes meet the technical needs of coaches and officials
- To be the trusted “go to” expert for anything relating to technical development of coaches and officials
- Increase Volleyball England’s influence within the coaching environments and with agencies associated with coaching (UK Coaching) and officiation (*****)
- Provide the technical expertise in the creation of innovative and dynamic products that lead the way in engaging new and support existing coaches in volleyball whilst also generating a commercial return
- To act as a facilitator in the delivery of Volleyball England’s Strategic Plan by working in partnership with the HUB team in ensuring outcomes from the strategy is successfully achieved and monitored
- Play a significant role in Volleyball England’s cross-team work to ensure all coaches and officials are able to tailor the way they operate to meet the needs and motivations of their members/ participants.

We are looking for a candidate who:

- Have experience and can demonstrated understanding of the technical elements of Volleyball, both coaching and officiating
- Will be the lead for the operational development of technical information for coaches and officials and will support the development and implementation of a T&T strategy that identifies ways, pathways and offers opportunities to technically improve and develop individuals.
- Will help the Insight and Research Director analyse and interpret research to inform plans and products maximising engagement, retention and overall experience of coaches and officials
- Must have a knowledge and understanding of the safeguarding and welfare standards set by Volleyball England
- Understand and contributes to Volleyball England’s strategic vision.
• Expert knowledge of what motivates coaches and officials, their behaviours and attitudes
• Understanding of volleyball, including structures within the game
• Strong and expert knowledge of the sports and education landscape

**Key skills, experience and qualifications required:**

• Have a commitment to the purpose, mission, and values of Volleyball England;
• Have an awareness, understanding, and appreciation the needs of the Volleyball England membership, and in particular coaches and officials
• To act morally and ethically in accordance with the values of Volleyball England
• To avoid conflicts of interest
• To dedicate sufficient time each week to your work for a term of four (4) years
• To be able to maintain confidentiality
• A willingness to take direction and advice from the Board
• To maintain a strategic perspective, vision and ability to work positively within a team
• Takes responsibility for your own actions and visibly supports the HUB team and our shared priorities
• Results-focused - understands what is important to staff, members and funders - is committed to achieving goals. Tenacious approach to the delivery of quality outputs
• Excellent communication and interpersonal skills - handles complex and difficult situations with thought and confidence
• To have strong intellectual and analytical abilities; be an innovative thinker and ability to focus on the issues to be dealt with
• Drive and commitment and the ability to demonstrate this to others
• Strong interpersonal, communication and negotiation skills and the ability to develop effective, sustainable partnerships
• Selflessness, integrity, objectivity, accountability, openness, honesty and leadership
• A commitment to the sport and the Company
• Dynamic, enthusiastic and energetic and ability to make things happen
• A willingness to be available to key staff and the membership for advice and enquiries on an ad hoc basis.

**How to Apply:**

For the purposes of this voluntary position, the person appointed is required to be a member of Volleyball England as defined by the Articles of Association. The applicant will need to be nominated for this position and duly seconded by members of Volleyball England.

To obtain role details and a nomination form please contact:

Volleyball England on 01509 227722, email jobs@volleyballengland.org or write to Volleyball England, SportPark, Loughborough University, 3 Oakwood Drive, Loughborough, Leicestershire, LE11 3QF.
## Board of Directors Application Form

<table>
<thead>
<tr>
<th>Full Name</th>
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<td>Address &amp; Postcode</td>
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<td>Telephone</td>
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<td>Mobile Phone</td>
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<tr>
<td>Email Address</td>
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<tr>
<td>Position applying for</td>
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</tbody>
</table>

1. **Employment**

   Please give details of your career history:

<table>
<thead>
<tr>
<th>Employer</th>
<th>Position &amp; Responsibilities</th>
<th>From</th>
<th>To</th>
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</table>

2. **Please state why you wish to join the Board of Volleyball England, and what you feel you could bring to the role:**
3. Relevant Skills, Knowledge and Experience.

Please refer to the “VE Board Recruitment” document provided and describe how your knowledge and expertise meets our requirements, specifically covering the profile and person specification for this post.

4. Are you currently, or have you been a Non-Executive Director, Director/Officer or Trustee of any organisation within the last five years? If so, please give details:
5. What is your current employment or profession?


6. Are you a member of any professional bodies, institutes or societies?


7. Please use the space below to provide a personal statement or any further information in support of your application.


8. To the best of your knowledge, are you related to any employee or Non-Executive Director of Volleyball England?

☐ Yes  ☐ No

9. Have you ever been disqualified as a Director or Trustee of any other organisation?

☐ Yes  ☐ No

If yes, please provide details:


10. Additional information – tell us about your hobbies and interests:


11. References

Please give details of two referees:

<table>
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<tr>
<th>Name:</th>
<th>Name:</th>
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<tr>
<td>Address:</td>
<td>Address:</td>
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<tr>
<td>Relationship to you:</td>
<td>Relationship to you:</td>
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</tbody>
</table>

May we approach these people for references without further consultation with you?

☐ Yes    ☐ No

Declaration:

I declare that the information I have given in support of my application is, to the best of my knowledge and belief, true and accurate. I understand that if it is found that my statement is false or misleading, or that I withheld relevant information, my application may be disqualified or, if I am already in post, I may be removed from the Board.

I give my consent to Volleyball England to store and process the information I have given in accordance with the Data Protection Act 1998.

Signed: ........................................................................

Date: ........................................................................
Volleyball Lead Application Form

<table>
<thead>
<tr>
<th>Full Name</th>
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<td>Address &amp; Postcode</td>
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<td>Telephone</td>
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<tr>
<td>Position applying for</td>
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</tbody>
</table>

1. Employment
   Please give details of your career history:

<table>
<thead>
<tr>
<th>Employer</th>
<th>Position &amp; Responsibilities</th>
<th>From</th>
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</table>

2. Please state why you wish to act as one of the Leads for Volleyball England, and what you feel you could bring to the role:


3. Relevant Skills, Knowledge and Experience.

Please refer to the Job Description document provided and describe how your knowledge and expertise meets our requirements, specifically covering the profile and person specification for this post.

4. What is your current employment or profession?
5. Are you a member of any professional bodies, institutes or societies?

6. Please use the space below to provide a personal statement or any further information in support of your application.

7. Have you ever been disqualified as a Director or Trustee of any other organisation?

☐ Yes  ☐ No

If yes, please provide details:

8. Additional information – tell us about your hobbies and interests:
9. References

Please give details of two referees:

<table>
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<tr>
<th>Name:</th>
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<td>Relationship to you:</td>
<td>Relationship to you:</td>
</tr>
</tbody>
</table>

May we approach these people for references without further consultation with you?

☐ Yes    ☐ No

Declaration:

I declare that the information I have given in support of my application is, to the best of my knowledge and belief, true and accurate. I understand that if it is found that my statement is false or misleading, or that I withheld relevant information, my application may be disqualified or, if I am already in post, I may be removed from the Board.

I give my consent to Volleyball England to store and process the information I have given in accordance with the Data Protection Act 1998.

Signed: ..................................................

Date: ..................................................

To request an electronic version of this application form please email jobs@volleyballengland.org
**Volleyball England AGM - Minutes**  
**Saturday 23rd July 2016, SportPark, Loughborough University**

**Present (non-Voting):** Martin Lindsey (ML), Ruth Norfolk (RN), Tracey Norwood (TN), Hannah Winsbury (HW), Richard Callicott OBE (RC), Tracey Watkinson (TW), John Boughton (JB), Steve Matthews (SM), Jefferson Williams (JW), Jim Mutton (JM), Keith Nicholls (KN)

**Apologies:** Lisa Wainwright, Will Roberts, Delvin Lane, Rob Cook, Carol Fogarty

**Voting Members Present:** Brian Stalker (BS), Keith McAdam (KM), Charlie Orton (CO), Bryan Youlden (BY), Gerard van Zwieten (GvZ), Liz Clarke (LC), Richard Jump (RJ), Cisel Ormanci (CiO), Aneel Khanna (AK), Janet Wardle (JWa), Steve Evans (SE), Geoff Allen (GA), Roman Neveykin (RN), Freda Bussey MBE (FB), Bartek Luszcz (BL), Lenny Barry (LB), Annetta Minard (AM)

<table>
<thead>
<tr>
<th>Minute</th>
<th>Item</th>
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<tbody>
<tr>
<td>AGM/16/02</td>
<td>Geoff welcome speech - Highlights from 2015/16 – Growth of clubs, NVL teams, student volleyball. Beach Volleyball at Commonwealth Games and now BUCS Sport. New England Men’s and Women’s Senior Teams.</td>
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<td></td>
<td>Ruth showed video.</td>
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<td></td>
<td><strong>Appointment of tellers</strong></td>
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<td></td>
<td>Proposed TN selected as teller to support Caroline Jepps (CJ) from Electoral Reform Services with votes – no objections</td>
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<td></td>
<td>A statement from Electoral Reform Services confirming:</td>
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<td></td>
<td>By the stated closing time for the receipt of proxy forms, at 12 noon on Monday 18th July 2016, a total of 29 forms had been received</td>
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<tr>
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<td>18 valid forms appointed the Chairman of the Meeting as proxy</td>
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<td>3 forms were received validly nominating alternative proxies</td>
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<td>7 forms were received appointing representatives for the meeting</td>
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<td>A total of 1 forms were rejected as invalid for being unsigned or spoilt</td>
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<td></td>
<td><strong>Alternative Proxy Holders</strong></td>
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<tr>
<td></td>
<td>Geoff Allen (2)</td>
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<td></td>
<td>Charlie Orton (1)</td>
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<td><strong>Appointed Representatives</strong></td>
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<td>Geoff Allen (1)</td>
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<td>Brian Kendall (1)</td>
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<td>James Murphy (1)</td>
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<td>Jefferson Williams (1)</td>
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<td>Lenny Barry (1)</td>
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<td>Richard Jump (1)</td>
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<td>Cisel Ormanci (1)</td>
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<tr>
<td>AGM/16/03</td>
<td><strong>Apologies for absences</strong></td>
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<tr>
<td></td>
<td>These are stated above</td>
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<tr>
<td>AGM/16/04</td>
<td><strong>Confirmation of eligibility to vote</strong></td>
</tr>
<tr>
<td>AGM/16/05</td>
<td><strong>Approval of Minutes of the Annual General Meeting held on Saturday 25th July 2015</strong></td>
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<tr>
<td></td>
<td>Minutes approved with no objections</td>
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<td></td>
<td>26 votes in favour, 1 abstention. Passed.</td>
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<tr>
<td>AGM/16/06</td>
<td><strong>To receive the Annual Report 2015-16</strong></td>
</tr>
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</table>
GA mentioned challenges faced by Volleyball England. Reference to Strategy 2024. Provided background on Sport England funding changes – age range changed to 5+ and focus on getting the inactive active. Less money available.

Geoff spoke about the report. There were no questions on the Participation side of the Annual Report. There were no questions on talent, competitions or commercial.

Geoff mentioned the success of recent marketing changes, referencing social media.

Equity and safeguarding – changes driven by legislation and the government. As a sport we are reporting less incidents than other sports – still need to be careful. Spoke of need to be diligent. There were no questions on equity and safeguarding.

Regional Reports – Lenny Barry questioned the report.

No questions on Annual Awards or any other section.

26 votes in favour, 1 abstention. Passed.

**AGM/16/07**

To receive the Financial Report 2015-16

JB unable to present full audited accounts due to issues with new finance system.

Overall broke even. JB congratulated Senior Management Team on hitting budgets again whilst meeting KPI’s from Sport England.

Significant step forward in terms of investment and funding. New trend shows improvement in non-Sport England funding – still room for improvement but less reliant on Sport England.

Concern that moving into a new funding cycle, Sport England will chose not to support us as much as they have done in the past – this should be a concern for everyone in volleyball. Confident we will receive funding, but level still to be determined.

JB thanked ML, Dirk George (DG) and Sandra Andrews (SA) for their support as always.

LB asked if it was possible for members to receive more detail on finances for the London Legacy Cup. Event cost just over £60,000 – reviewed by board. LB summarised that the event lost £80,000 – confirmed by JB against the budget. LB could not recall success factors and asked the board if the London Legacy Cup achieved these against the financial loss. GA confirmed that some success factors were met and the LLVC confirmed our organisational ability. LLVC did not achieve spectator numbers – one of our learning points alongside cost. Safeguards have been put in place for future LLVC events. LB agreed but challenged the £20,000 profit estimation. Summarised the event was high quality but a financial disaster. GA reiterated safeguards have been put in place for future events.

LB second question on reserves – is this decrease due to events such as LLVC. JB said we were only £3,500 below – could be attributed to LLVC but nothing to worry about. JB is perfectly happy with figures. LB asked how £60,000 loss was balanced in other areas – JB spoke of efficiency savings, principle recovery was VAT recovery.

LB appreciated answers from JB and board.

Freda Bussey (FB) – what is the future of the LLVC or equivalent big events? GA – it is our ambition to stage big events. We will continue to look at possibilities and commit when circumstances are right.
Charlie Orton (CO) – would like to thank JB for breaking down finances by activity

There were no further questions on the Financial Report.

26 in favour, 1 abstention. Passed.

<table>
<thead>
<tr>
<th>AGM/16/08</th>
<th>To confirm the re-appointment of auditors and to confirm the ability for the Board to fix their remuneration.</th>
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<td>26 in favour, 1 abstention. Passed.</td>
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<table>
<thead>
<tr>
<th>AGM/16/09</th>
<th>Special Resolutions</th>
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<tbody>
<tr>
<td>1. GA gave an overview of Honorary Vice Presidents – proposed addition of Article “29.6.5 Honorary Vice Presidents” – formalising voluntary group within our articles. Honorary Vice Presidents will not have voting power or be part of the board.</td>
<td></td>
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<tr>
<td>LB asked if contributions to reviews and projects would be restricted to Honorary Vice Presidents only. GA confirmed this would not be the case, depending on projects – all knowledge and expertise is welcomed, nobody else will be excluded.</td>
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<td>24 in favour, 3 abstention – 82.8% in favour. Passed.</td>
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<tr>
<td>2. Four changes to articles due to changes in role titles.</td>
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<tr>
<td>Article 30.2.4 changed from the “Portfolio Directors;” to “the Portfolio and Independent Co-opted Directors;”</td>
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<tr>
<td>Article 30.2.6 changed from “the Head of Operations;” to “the Senior Management Team”</td>
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<tr>
<td>Article 30.2.7 deleted</td>
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<tr>
<td>Article 30.2.8 deleted</td>
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<tr>
<td>CO asked for confirmation of what is being deleted in Articles 30.2.7 and 30.2.8 – GA and ML confirmed these are job/role titles within Senior Management Team which are no longer in existence.</td>
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<td>26 in favour, 1 abstention. Passed.</td>
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<thead>
<tr>
<th>AGM/16/10</th>
<th>Framework Document</th>
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<tr>
<td>GA read summary of all resolutions submitted by LB and agreed actions. Explained that the Framework Document has been updated in light of recent agreed changes by the Board and has been made available.</td>
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<tr>
<td>(Nb. There is no vote for this item)</td>
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<tr>
<td>LB reiterated it was important for members to have transparency on decision made by board on behalf of the members. LLVC.</td>
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<tr>
<td>GA asked LB if he would like him to go through all of the resolutions – LB said yes.</td>
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<tr>
<td>LB asked how members could challenge changes made if these had to go to AGM. GA explained this and mentioned the need for practicality. LB continued. GA confirmed that if the membership were unhappy the board would take this into account and take action – and referenced LB’s framework document changes.</td>
<td></td>
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</tbody>
</table>
ML explained that everything in the articles would have already been approved by board and were accessible on the board minutes available online.

Brian Stalker (BS) questions removing articles without a replacement. ML confirmed timing was unfortunate but replacement would be in place by the start of the new membership season. LB urged board to commit to put rights back in place. BS reiterated this – needs to be protection in place at all times. ML supported this. GA confirmed this would be treated with urgency.

GA mentioned ways to raise issues – contact GA directly, or contact Chief Executive or staff. LB endorsed many ways to raise issues but expressed concern that there is only one annual way of discussing concerns.

Steve Evans (SE) highlighted a point on inaccuracy with regards to referee section in the framework – the framework states there is a course for each grade of refereeing – this is not the case. GA thanked SE for highlighting this and said it would be corrected.

AGM/16/11 Election of officers

The following positions have been proposed uncontested:

Vice President – Keith Nicholls
26 in favour, 1 abstention. Passed.

Development Director – Liz Clarke
24 in favour, 1 against, 2 abstentions. Passed.

Technical Director – Steve Matthews
25 in favour, 2 abstentions. Passed.

International Events & Competitions Director – Freda Bussey MBE
25 in favour, 1 against, 1 abstention. Passed.

Referees Commission President – Steve Evans
27 in favour. Passed.

Regional Commission President – Bryan Youlden
24 in favour, 1 against, 2 abstentions. Passed.

Marketing Director – Carol Fogarty (CF) is standing against Bartlomiej Luszcz (BL).

CF gave her apologies, but GA noted that the speech had been available online for members to view.

BL addressed the room and thanks the volleyball family for adopting him and welcoming him. BL spoke of his experience coming from Poland and his experiences with Polonia. BL spoke of need to build a product that audiences and viewers can understand, and spoke of income raised for Polonia through private sponsorship. Background in media relations – worked in Polish TV and runs PR business. Mixture of sports results, fans and sponsors, and need for clubs to look after fans. There are positive results within volleyball but profile needs to be raised. Mentioned positive results for Polonia – increase in fans and income generated.

GA will be abstaining from all proxy votes appointed to the chair in relation to elections of officers to ensure impartiality. Proxy votes where clubs have already given their vote to GA have already been recorded.

10 votes in favour of Carol Fogarty, 6 abstentions, 11 votes in favour of Bartek Luszcz. BL is elected as Marketing Director.
Schools and Youth Development Commission President.

Roman Neveykin (RN) is standing against Annetta Minard (AM)

RN spoke of his background in volleyball and fundamental belief in developing volleyball from youth upwards. There is a need for clear pathways in all strands of our sport and creating a younger workforce. Youth offer will be cutting edge through innovative work with key partners. RN would like to have an influence in mobilising young workforce. Spoke of energy and drive to make change happen, current knowledge of volleyball and ideal placement within the Youth Sport Trust. RN would like to re-recruit commission members, utilising contacts within industry. Driven by innovation and ideas. Spoke of tough time for National Governing Bodies and need for schools participation to be core. Opportunity for all commissions to utilise youth voice to check and challenge decision making.

AM spoke of background in PE and current role as a Head teacher in Dorset – knowledge of school sport landscape and importance of volleyball in energising young people. AM spoke of transferable skills gained through sport and employability skills. AM said her main worry is volleyball not being part of all schools – dependent on areas, clubs and areas of teachers. Myth that volleyball is hard to teach – in reality it is a versatile, adaptable sport. All disciplines of the sport can suit all genders, all abilities and be very functional in schools. Not at football level – but that must be the ambition. Volleyball is not just about high performance pathways, but about participation and making our sport great. Need to follow examples of good practice clubs. Important that children have access to competition at all levels and feel they have somewhere to go. AM spoke of need to ascertain how one target can help other targets be achieved.

11 votes for RN, 11 votes for AM, 5 abstentions.

Second vote for those who had abstained.

CO challenged votes that had not reached this stage. CO suspects that some forms did not get through due to postal service issues. GA confirmed only one vote had been disallowed which had arrived yesterday – no other late votes have been received.

All abstentions are pre-recorded. Same result – 11 votes for RN, 11 votes for AM, 5 abstentions.

The board were asked to leave the room with GA to discuss the vote. Annetta Minard would rather support Roman in the role, and has withdrawn her nomination.

RN is elected as Schools & Youth President Commission.

LB commended AM for her decision and asked the board to consider AM for a role as Honorary Vice President. GA agreed to look into areas where AM could contribute so as not to lose her knowledge.

AGM/16/12

Concluding Remarks

Geoff Allen thanked those in attendance for coming to the AGM and encouraged people to take on a role as Trustee at the Volleyball England Foundation and asked those interested to talk to Steve Matthews.

17th September 2016 – next Leadership Meeting. Approaches to Sport England to be discussed. GA welcomed members to attend meeting with ideas for increasing participation in volleyball.
FB asked if we could communicate this with members – GA noted that the invitation was to members who had made the effort to attend the AGM.

**Voting Clubs**

<table>
<thead>
<tr>
<th>First Name</th>
<th>Surname</th>
<th>Club</th>
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<tbody>
<tr>
<td>Rob</td>
<td>Dovaston</td>
<td>Newmarket</td>
</tr>
<tr>
<td>Gerry</td>
<td>McArdle</td>
<td>Sheffield</td>
</tr>
<tr>
<td>Melanie</td>
<td>Dumarey</td>
<td>Welwyn &amp; Hatfield VC</td>
</tr>
<tr>
<td>Lauren</td>
<td>Tucker</td>
<td>South Bucks Volleyball</td>
</tr>
<tr>
<td>Sophie</td>
<td>Szyszko</td>
<td>Durham University</td>
</tr>
<tr>
<td>Damian</td>
<td>Elcock</td>
<td>Peterborough Harriers</td>
</tr>
<tr>
<td>Sabrina</td>
<td>Shilstone</td>
<td>University of Plymouth</td>
</tr>
<tr>
<td>Cathy</td>
<td>Oosterveen</td>
<td>Army Sport Control Board</td>
</tr>
<tr>
<td>Marie</td>
<td>Barley</td>
<td>Newcastle (Staffs) VC</td>
</tr>
<tr>
<td>Stephen</td>
<td>Peacock</td>
<td>Chelmsford Volleyball Club</td>
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<tr>
<td>Mike</td>
<td>Cura</td>
<td>COLVIC (Colchester Sixth Form College)</td>
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<tr>
<td>Andrew</td>
<td>Whitefield</td>
<td>Stowmarket V. C.</td>
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<tr>
<td>Andy</td>
<td>Hopper</td>
<td>London Docklands</td>
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<tr>
<td>Rachel</td>
<td>Bohannan</td>
<td>Essex Beach Volleyball Club</td>
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<tr>
<td>Michelle</td>
<td>Fowles</td>
<td>South Hants Volleyball Club</td>
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<tr>
<td>John</td>
<td>Lowney</td>
<td>Ernest Bevin College</td>
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<tr>
<td>Aaron</td>
<td>McLoughlin</td>
<td>Bridgewater High School VC</td>
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<tr>
<td>Denise</td>
<td>Austin</td>
<td>Academy of Beach Sports</td>
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<tr>
<td>Lindsay</td>
<td>Hole</td>
<td>Poole Panthers Volleyball Club</td>
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<tr>
<td>Douglas</td>
<td>Barr-Hamilton</td>
<td>Lelardoux Exiles</td>
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