



| leisure

RECRUITMENT



BOARD VACANCY

CHAIRPERSON

KA Leisure is presenting an exciting opportunity for a highly committed individual to join us as Chairperson of the Board on a voluntary basis; a team dedicated to shaping the health, wellbeing, and sporting participation in North Ayrshire.

ABOUT KA LEISURE

KA Leisure is an independent charity dedicated to enhancing the physical, mental, and social wellbeing of North Ayrshire residents. We manage leisure facilities, provide physical activity opportunities, and deliver community sports programs across the region, offering a diverse range of activities for everyone.

For 25 years, we have been dedicated to promoting, supporting and inspiring people to lead more active and healthier lives. Our organisation is the driving force of physical activity in the area, with state-of-the-art facilities which include gyms, pools, leisure centres, golf course, sports pitches and more.

This is combined with our dedicated commitment to partnership working which delivers innovative and inclusive initiatives that address the diverse needs and aspirations of our communities.

KA Leisure manages and operates:



Auchenharvie Leisure Centre



Garnock Community Campus



Portal, Irvine



Vikingar, Largs



Community Sport Hubs

- Dalry Primary School
- Kilwinning Academy
- Greenwood Academy
- St Matthew's Academy
- Arran High School
- Largs Community Sport Hub

KA Campuses

- Stanley Primary School
(Company acts as booking agent only)
- West Kilbride
(in partnership with West Kilbride Community Association)

Golf Courses

- Ravenspark, Irvine
- Auchendarvie, Stevenston
- Routenburn, Largs

Outdoor Sports

- The Circuit
- Various Grass Pitches across North Ayrshire

The organisation has a turnover of around £10,000,000 per annum, circa 400 employees and attracts over 1.2 million visitors per year.

More information about us can be found on our website kaleisure.com/who-we-are



OUR CULTURE & VALUES

We have three principles that shape everything we do at KA Leisure:

KNOW Intelligence to make the right decisions.

SHOW Being a strong leader regardless of your role.

GO Having a 'can do' mentality, fearless in our approach.

Supporting our principles are a series of key behaviours that we expect colleagues to demonstrate every day:

- **Courage** – To be bold, committed, and confident in your own knowledge and ability.
- **Performance** – Working to the best of your ability, achieve high standards and commit to ongoing improvement.
- **Trust** – Mutual belief, collaboration, give autonomy, confidence, and reliability.
- **Discipline** – Doing the right things that need to be done when they need to be done.
- **Resilience** – The ability to recover, adapt, change and keep going.
- **Consistency** – Treat everyone fairly and with respect on every occasion. Personally, always delivering to a high standard. Collectively behaving/working to standards that do not vary greatly over time.
- **Motivation** – Showing a positive attitude and self-desire which comes from within and not necessarily about rewards.



BEING A TRUSTEE

Being a trustee at KA is an opportunity to be at the forefront of making strategic decisions that directly influence sports participation and health and wellbeing in North Ayrshire.

The Board at KA play an essential role in guiding strategic direction, ensuring financial sustainability and governance, and upholding our "Know the Way, Show the Way, Go the Way" principles that have made KA Leisure one of the most innovative and effective leisure trusts in Scotland.

The implementation of strategies and policies is delegated to management.



ROLE RESPONSIBILITIES

Strategy, Leadership and Direction

- To set the strategic direction and vision for the organisation and drive it forward;
- To provide strategic leadership, support and guidance to the senior management team to enable delivery of KPIs;
- To work in a guardianship role with regards to employee health and wellbeing;
- To support a positive climate which fosters constructive challenge;
- To maintain a clear customer and service user focus;
- To approve an annual budget and long-term business plan; and
- To ensure all assets are managed effectively, are safeguarded, and capacity is properly utilised, to maintain long term viability.

Risk Management

- To oversee the implementation of the risk management framework;
- To contribute to the review and evaluation of strategic risks in both the external and internal environments and receive regular reports on these and emerging risks;
- To ensure that a positive culture of managing opportunities, threats and uncertainties is embedded throughout the organisation;
- To determine policies and decisions on all matters that might create a significant financial or other risk to the organisation, or which raise material matters of principle.

Internal Controls Framework

- To obtain assurance on the effectiveness of internal controls.

Performance Monitoring

- To regularly review and monitor performance in relation to plans, budgets, controls and decisions; and
- To obtain and consider performance information in relation to customer and stakeholder feedback and benchmark against comparable organisations and activities.
- Monitoring Key Performance Indicators.

Probity and Integrity

- To approve each year's audited Financial Statements prior to publication; and
- To obtain assurance that the organisation's affairs are conducted lawfully and in accordance with generally accepted and specific standards of reporting and performance.

Transparency and Openness

- To review periodically the organisation's transparency and openness arrangements, taking account of good practice developments.

The members of our Board, including the Chair, are all volunteers and receive no remuneration for the work they carry out for KA Leisure.





WHO WE'RE LOOKING FOR

We are seeking a candidate with a specific interest in our local communities and young people. We are in search of an individual with their own unique skills and experience to add richness and value to our Board discussions. Someone who can help direct and shape the future of the organisation, ensuring that we build a sustainable future through high performance, income generation and a commercial approach.

We are particularly keen to hear from individuals with the following skills and expertise:

- Board experience in the public, private, voluntary sector or a Charitable Trust;
- Proven track record as a leader or local champion;
- Excellent communication skills;
- Experience within the physical activity sector and demonstrable interest in the health and wellbeing sector;
- An understanding of the environment in which KA Leisure operates, both as a charity and as an Active Wellbeing Partner across North Ayrshire;
- Knowledge and understanding of the legal duties and governance responsibilities of a trustee and charity governance;
- Ability to develop good relationships with colleagues on the board and the wider senior management team;
- Respect, and the appreciation of the views of others and be an ambassador for our "Know the Way, Show the Way, Go the Way" principles;
- Experience in handling, managing and making decisions involving significant income and expenditure;
- Experience in developing strategies and policies;
- Ability to motivate and inspire others;
- Eligibility to act as a Company Director;
- Personal integrity.

Data Protection Act 2018

KA Leisure is required to share the personal information of Board members as follows:

- As a company limited by Guarantee, KA Leisure must register all Board members as Directors with Companies House;
- As required, to support grant and tender submissions;
- With banking institutions and insurance companies (e.g. in relation to professional indemnity insurance cover).

The role of the Chair

In addition to the general responsibilities of a Trustee, the Chair's role is to work in partnership with the Chief Executive Officer, helping them achieve the aims of the organisation.

The Chair should also ensure:

- They build and maintain an effective working relationship with North Ayrshire Council and other key external stakeholders;
- They effectively plan and facilitate Board meetings ensuring all members have a full opportunity to participate and contribute;
- They set Board meeting agendas, in conjunction with the CEO, ensuring adequate opportunity for all Board members to contribute, while focussing the attention of the Board on appropriate matters.

RECRUITMENT PROCESS

Application process

If you believe in KA Leisure's vision and are willing to dedicate your expertise and time to further our mission, we warmly invite you to apply for this opportunity by sending your CV to KA Leisure Head of People; Kirsty Jordan at kjordan@kaleisure.com

Selection process

Selection will be via an interview panel comprising of CEO, Head of People and 2 Board members.

Timing

The successful candidates will take up the role on a date to be agreed. A comprehensive induction will commence following appointment.

Desirable Experience

- Experience of working with politicians, government departments, non-departmental public bodies, the NHS, National Governing bodies or public authorities;
- Experience of working in partnership with others, ideally within a public sector or Charitable Trust environment.

Time Consideration

The Board meets at least four times a year with each meeting lasting 2-3 hours, preparation time will also be required. We try to hold them in person, but remote meetings and discussions are also required from time to time.

The following Board subcommittees are in place, each committee meets at least three times per year and is generally 2 hours long, preparation time will also be required:

- Audit & Risk Committee
- HR Committee

Additional

- The Chair is expected to meet with the CEO on a regular basis.

Appointment will be for a 3-year period. This position is voluntary and as such it is not remunerated; however, reasonable expenses will be reimbursed.



