



BOARD RECRUITMENT PACK

VOLUNTEER MEMBER OF THE ADVISORY COMMITTEES



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WELCOME

Thank you for your interest in becoming a volunteer on our Advisory Committees



Table tennis is going from strength to strength with more than 450,000 people playing table tennis regularly. The organisation is on an exciting journey of growth and transformation and has a strong Board to implement this transition, ensuring that the membership is aligned with our vision to be a Table Tennis Nation.

Table Tennis United, the new blueprint for table tennis in England, aims bring together the talent of our team with the expertise and passion of our volunteers to create a powerful force for good and ensure our commitment to Table Tennis England being an organisation that is representative of the people who take part in table tennis, and that our sport is open to all, no matter the role or activity. Together with our members, and in partnership with the wider sector, we aim to make the most of every opportunity and tackle the areas that provide a challenge.

We stand at a moment of exciting and inspirational change; there could not be a more exciting time to be part of Table Tennis England. You can read more about the skills required in each of the committees by reviewing the terms of reference.

A handwritten signature in black ink that reads "S Deaton".

Sandra Deaton, Chair, Table Tennis England



ABOUT US

Table Tennis England is a company limited by guarantee. We are the National Governing Body for table tennis in England, affiliated to and recognised by the International Table Tennis Federation and the European Table Tennis Union.

Through Table Tennis United, we have a purpose to 'Host generations of players at our table' and a vision that we are a 'Table Tennis Nation' alongside being recognised as a world leading National Governing Body, delivering a diverse and dynamic sport that transforms lives, connects communities, increases participation, and inspires medal-winning performances.

Through a separate Lead Home Nation Contract, Table Tennis England is also appointed by Great Britain Table Tennis to lead the operational delivery of the GB Performance Programme which is solely focused on preparing athletes to represent Great Britain at the Olympic Games.

The Board comprises 12 Directors; the Chair, Chief Executive, four Elected Directors, and six Appointed Directors. The Board is responsible for managing the business of Table Tennis England, working collaboratively with our Members and the wider table tennis family, and a broad range of partners, including Sport England and UK Sport.

Our business focuses primarily on providing services to our members, strategy, governance, finance, risk, stakeholders, and the oversight of

the executive team which is led by the Chief Executive. There are five Advisory Committees to the Board, and each committee will be Chaired by a Board Director and supported by a number of suitably experienced and knowledgeable volunteers.

Table Tennis England is seeking to strengthen its Advisory Committees with exceptional individuals who support the direction for the next phase of the organisation's development in delivering Table Tennis United.

The successful volunteers will have a passion for success and demonstrate a strong commitment to the delivery of excellence and quality

As a national governing body of sport, it is important that Table Tennis England has a diverse board and that each volunteer brings a range of skills, knowledge and experience from different backgrounds that complements the Board Directors.

THE ROLE

SKILLS, KNOWLEDGE AND EXPERIENCE:

Table Tennis England is looking for volunteers that can help deliver 'Table Tennis United' and who have the skills, knowledge and experience for the relevant committee.

Further details of the committees can be found in the Terms of Reference of each committee which can be found on our [website](#).

> [Finance & Audit Committee](#)

- Experience of financial management and reporting and application of internal, procurement and cost controls for public sector, private sector or not for profit Boards, including assessing the quality of financial controls

> [Governance and Risk Committee](#)

- Experience in the governance of an organisation including risk management, policies and procedures. Knowledge of the Code of Sports Governance would also be an advantage

> [Talent and Performance Committee](#)

- Experience in talent and performance at the highest level looking at player progression and development, coach education, development and progression to help inspire world class performances and medal success

> [Competitions Committee](#)

- Experience in the competitions arena at a National or Regional level and make recommendations to the Board and Executive team on matters relating to the Competition programme ensuring it is aligned to Table Tennis United

> [Development Committee](#)

- A proven track record of development at a National, Regional or local level and help drive the new strategy forward especially our pledge that table tennis will be a thriving community - a sport for everyone with no barriers to taking part

MORE BROADLY, YOU WILL BE ABLE TO DEMONSTRATE:

- A commitment to support the growth and success of table tennis in England
- Independence of thought and impartiality
- A knowledge/skill/background relative to your preferred committee
- A collaborative team player
- Excellent interpersonal skills, including the ability to work effectively within the relevant committee and the Board
- Creative and strategic thinking that contributes towards the achievement of business objectives
- An ability to champion corporate governance, finance, and high ethical standards of integrity and probity
- Ensure confidentiality and integrity is maintained
- A clear commitment to table tennis being a more inclusive sport and to play its part in tackling the inequalities of our sector, and across wider society
- The ability to use your skills to constructively challenge group thinking and potential inhibitors to change at a national level;
- The potential for table tennis to contribute to changing lives for the better through sport and physical activity

THE ROLE

CORE RESPONSIBILITIES:

- Support a strategy that promotes table tennis in England
- Advise and review Table Tennis England's objectives and its annual Implementation Plan
- Act always as an effective, positive, proactive, and credible ambassador for Table Tennis England
- Ensure the Advisory Committee functions as a cohesive and constructive team always engaging collaboratively with the rest of the committee, Board and its stakeholders
- Champion your area of expertise within the Advisory Committee
- Support initiatives which will promote, embed, and advance equality, diversity, and inclusion in every aspect of Table Tennis England's performance

TIME AND COMMITMENT:

You will be expected to join at least four Advisory Committee meetings a year, which are usually held virtually by Zoom or Microsoft Teams but may on occasions be in person and would be help at our Milton Keynes head office.

The role is voluntary, and we will pay volunteers' travel expenses and provide a full induction into your relevant committee.

TERM OF OFFICE:

The appointment is for an initial one year-term from the date of appointment and can be extended with the agreement of the Board





HOW TO APPLY

YOUR APPLICATION

If this exciting position appeals to you, you should submit the following:

1. A cover letter advising which Advisory Committee you would like to be considered for and how you meet the requirements of the terms of reference, and why it appeals to you.
2. An up-to-date CV which shows your full table tennis skills and experience, including any key achievements.

Closing date – applications should be received by Sunday 8 January 2023.

Please email these to:
hr@tabletennisengland.co.uk

THE VOLUNTEER RECRUITMENT PROCESS

You will receive an acknowledgement to your email and we suggest that if you don't receive this you should contact Sue Wressell sue.wressell@tabletennisengland.co.uk to confirm your application has been received.

All candidates' CVs and cover letters will be considered by the Chair of the relevant Committee, either an elected or appointed director dependent on the Chair and either the CEO or Chair of Table Tennis England.

Interviews of each successful candidate will take place before the 31 January 2023 in conjunction with the relevant Committee.

The successful candidate will be required to satisfy the Table Tennis England Declaration of Good Character; failure to do so will deem the appointment null and void. Successful volunteers will also need to sign the code of conduct and confidentiality agreement.

Table Tennis England is committed to becoming a more diverse and inclusive organisation to bring new and different perspectives to our work. So that we can more closely reflect UK society, we particularly encourage applications from individuals within groups which are currently underrepresented within our organisation.



Table Tennis England



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