



Finance Director vacancy

The Board of Scottish Fencing is looking to appoint a new Finance Director, following the retirement of the current Finance Director, to join the nine directors elected from and by the membership.

Role Description

Scottish Fencing is the national governing body for the Olympic sport of fencing in Scotland. It is responsible for the development of the sport in Scotland and for international fencing where Scotland competes as a separate nation.

The Mission is “To create world class pathways within the sport, inspiring the fencing community to master their chosen environment.”

We are volunteer-led and much of what we do is carried out by volunteers in clubs, committees or on the Board of Directors. Scottish Fencing has three employees, COO/Head of Pathways, Operations Manager and Club and Community Development Manager.

The Board is the primary decision-making body, responsible for the strategic direction of the organisation, the development of policies and programmes, and for oversight of day-to-day activities.

The Opportunity:

Scottish Fencing is seeking a qualified individual with knowledge of and expertise in accounting standards and concepts to support the Board and staff team in the role of Finance Director.

In joining the Board of Scottish Fencing you will gain experience of working as a leader within a small but dynamic Governing Body. You will help to shape the future of Scottish Fencing, at a point where the relationship between sport, health and well-being is strengthening. Re-invigorating the sport, encouraging people to participate and volunteer are key activities.

The successful individual will bring their skills and knowledge to the Board and develop an area of expertise and interest as part of an integrated team with the elected Board members. Each Board Member holds a portfolio which we adapt according to the skills and interest of Board members, aligned to the organisational strategy. Directors take decisions within their portfolios on behalf of the Board.

This appointment is a great opportunity for someone with a passion for sport. It presents an opportunity for the development of new and existing skills, meeting new people and new networks, and making a genuine difference to sport in Scotland.

Time Commitment:

We hold up to ten Board Meetings per year, usually alternating between a full Board meeting (lasting approximately two hours) and an update or discussion, lasting up to an hour. Meetings are currently held online via Zoom/MS Teams and our intention is to continue with most meetings held remotely. We will wish to meet in person during the year, for strategy events or occasional discussions at **sportscotland's** premises in Edinburgh. You will also get involved in meetings, events, and knowledge gathering around your portfolio.

Expenses/Remuneration:

The post is non-remunerated although travel and meeting expenses will be reimbursed according to Scottish Fencing's Expenses policy.

Finance Director

Our Articles of Association include provision for two Independent Directors. One is the Finance Director.

Our elected Directors serve for four years. The two Independent Director appointments will be for a period of between two and four years by agreement. All Directors have equal status and core responsibilities.

Terms and Conditions:

Directors are jointly accountable for the performance of the organisation; they elect one of their members to Chair the Board.

Further information

Further information about Scottish Fencing and the Board can be found [here](#) . The current strategy '[2022-2025 Forging the Future](#)' and '[Welcome letter to new Directors](#)' might be particularly useful.

Recruitment Process:

Please complete the Online Application form [here](#) before **Monday 12 September**, providing us with some information about your strengths, areas of interest and what attracts you to joining the Board of a Sports Governing Body. Following the closing date, you will be invited to a Teams discussion with a couple of members of the Board.

Should you wish to talk to a member of the employee team, or Board, email our COO/Head of Pathways clare.queen@scottish-fencing.com to arrange a time, or [Sheila Anderson](#), HR Director

Please note:

This vacancy is not open to anyone who has been or becomes:

- Disqualified from holding a Directorship in a Limited Company
- Disqualified from being a Charity Trustee pursuant to section 69 of the Charities and Trustee Investment (Scotland) Act 2005
- Suspended or removed as a Charity Trustee pursuant to section 34 of the same Act.

Note: you will need to complete the on-line application in one attempt as you cannot save progress and return to the form at a later time. To help prepare your responses before submitting your application you can find the full list of questions [here](#).
