



**ENGLAND
FOOTBALL**

LEICESTERSHIRE & RUTLAND COUNTY FA

**INCLUSION ADVISORY GROUP (IAG) MEMBER
*APPLICATION PACK***

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THE ROLE

Leicestershire & Rutland County FA (LRCFA) is inviting applications to join our Inclusion Advisory Group (IAG). We are looking for individuals with skills, knowledge and experience in equality, diversity & inclusion and who have a passion for developing grassroots football in Leicestershire & Rutland.

The IAG acts as the check and balance to LRCFA's wider operational plans, work programmes and strategy. The successful candidate(s) for this role will be instrumental in helping to shape the County FA become a more diverse and inclusive organisation.

ABOUT LEICESTERSHIRE & RUTLAND COUNTY FA

LRCFA is the governing body for football in Leicestershire & Rutland. We are responsible for leading and serving the game at amateur level, a sector widely referred to as 'Grassroots' football.

LRCFA is committed to making the game of football as safe and enjoyable as possible for all those involved. LRCFA works closely with The FA, the game's Governing Body, to ensure that all safety standards are met.

LRCFA MISSION	<i>Working for the benefit of our members and the whole community by delivering the highest standards of service for football in Leicestershire and Rutland</i>
LRCFA VISION	<i>To get as many people playing football in the best possible environment</i>
FA VALUE	BEHAVIOURS
PROGRESSIVE	Embraces new thinking in pursuit of continuous improvement: <ul style="list-style-type: none"> Identifies the need for, and actions change in direction, practice, policy or procedure Questions the way things are done and takes informed risks Continuously seeks to improve efficiency and performance
RESPECTFUL	Sets the standards for respectful behaviour across the game <ul style="list-style-type: none"> Maintains people's self-esteem when interacting with them Avoids pre-judgement when listening to suggestions from others Seizes the opportunity to apply LRCFA standards at all times
INCLUSIVE	Champions end ensures that football is, and will remain, a game for everyone <ul style="list-style-type: none"> Openly collaborates with colleagues and partners in the game Provides equal opportunity to people of different backgrounds, experience and perspective Seeks out and embraces new ways of thinking and working
DETERMINED	Tenacious and accountable. Serving the whole game and doing the right thing <ul style="list-style-type: none"> Works relentlessly to overcome roadblocks or obstacles to achieve the goal Remains focused on seeing agreed goals through to completion taking pride in their work Maintains motivation for their team and themselves
EXCELLENT	The very best outcome achieved by sustained excellence in performance <ul style="list-style-type: none"> Seeks to achieve the highest levels of performance at all times Persistent to achieve a standard that others consider impossible. Challenges others to go further and achieve more

ROLE DESCRIPTION

ROLE	Inclusion Advisory Group Member
SALARY	Voluntary (Expenses Included)
LOCATION	Leicestershire & Rutland County FA Offices
REPORTS TO	Leicestershire & Rutland County FA IAG Chair
TERM	Appointments will be for a two-year term from October 2022, after which applicants are eligible for reappointment

The IAG acts as the check and balance to the LRCFA's work, trying to encourage the embedding of diversity and inclusion across all we do. It will comprise of a minimum of six members and a Chair with collective knowledge and experience of specific aspects of equality, diversity, and inclusion such as race; age; gender equality (not the development of women's football); disability equality (not the development of disability football); mental health; LGBTQ+ and faith communities. The IAG is an independent strategic advisory group, it advises the County FA Board and Executive about how it could do things differently to make football inclusive and For All.

We are looking for passionate and innovative individuals to become members of LRCFA IAG. Members will help shape the organisation's direction of travel to ensure children, young people and adults of all backgrounds and communities can access high quality opportunities. The IAG will support our organisation in delivering our Equality Action Plan and support projects across the organisation in helping to continue to achieve the Equality Standards for Sport. Role responsibilities include:

- Attend IAG meetings (at least 4 times per year) and other subgroup meetings as requested by the Chair of the IAG.
- Challenge and support the organisation in terms of our commitment to equality, diversity and inclusion.
- Supporting in delivering the equality objectives and ensuring they are embedded across the organisation.
- Promote a culture of respect for inclusion and champion inclusion and equality issues across football.
- Help develop an Equality Action Plan for the organisation.
- Support with Equality Impact Assessments.
- To promote equality of opportunity throughout the Association.
- To fully participate in induction, training or development and performance monitoring.

PERSON SPECIFICATION

SKILLS

ESSENTIAL

- To be able to identify key issues and trends that may help to promote the game through equality, diversity and inclusion interventions.
- Experience of working with diverse groups and individuals from different genders, disabilities, age, sexual orientation, faiths, ethnicity and cultural backgrounds.
- To be able to identify key quality issues and to support the identification and delivery of solutions.
- To perform other responsibilities as assigned by the Chair of the IAG.
- To be able to successfully network with key staff and contacts within the LRCFA and the area in which the LRCFA operates.
- Decision-making skills. The appropriate use of knowledge and experience to make informed decisions to the benefit of the organisation.
- The ability to debate, discuss and challenge in a constructive manner.
- Excellent interpersonal skills. The ability to form strong, productive relationships both internally and externally to the benefit of the Association.
- Access to and ability to use, email, virtual Meeting platforms (Microsoft Teams) and the internet.

DESIRABLE

- Practised at developing networks and relationships with a variety of stakeholders to support the delivery of strategic priorities.
- Capability to create multiple reports, budgets and plans.

PERSON SPECIFICATION

KNOWLEDGE

ESSENTIAL

- To have knowledge of the key legislation aspects of equality, diversity and inclusion and to be able to promote inclusion and diversity as part of the group.
- A sound understanding of the volunteer/ professional relationship and how this can best work to support the work of the Association.
- An understanding of and a commitment to equality in action.
- Knowledge, understanding and interest in grassroots sport, particularly football, and other related activities.

DESIRABLE

- An understanding of The FA National Game Strategy and how this affects the work of the County Football Associations.



HOW TO APPLY

- Complete the **Online Application Form** no later than 10am on **Tuesday 11th October 2022**
Please note that no applications will be accepted after this time.
- The application form cannot be saved so we recommend completing in a word document prior and transferring to the application form ahead of submission.
- Provide the **Equality and Diversity Monitoring Form** and return to **Jobs@LeicestershireFA.com**
Please note that completing this form is entirely voluntary.
- LRCFA is committed to equality of opportunity for all. We would welcome applications from women, people with Disabilities and Black, Asian and Minority Ethnic Communities as they are currently underrepresented within the organisation.
- **Click here** to see the LRCFA Safer Recruitment Policy

SELECTION PROCESS

- Applicants selected for interview will be contacted by **5pm on Friday 14th October 2022**. If you have not heard from us by this date unfortunately you have been unsuccessful on this occasion.
- Interviews will be held online via Microsoft Teams or at Holmes Park, date TBC.

If you have any queries regarding the role, please contact Sam Tuner, IAG Chair/Board Director,
Email: **turnersam@aol.com** or Joe Dunmore, Head of Football Operations,
Email: **Joe.Dunmore@LeicestershireFA.com**