

Newcastle Rugby Foundation Trustee and Committee Recruitment Pack



WELCOME FROM OUR CHAIR



We would like to encourage applications for those who share our passion for the positive difference that the values of Rugby+ can make for all people across the Northeast and Cumbria regardless of background.

Previous board or trustee experience is not necessary, and we welcome applications from all ages and backgrounds.

Iain Ramage, Chair of Newcastle Rugby Foundation

[Learn more about the foundation by heading to our website: Home - NCF Foundation \(newcastle rugby foundation.co.uk\)](http://www.newcastle rugby foundation.co.uk)



Thank you for your interest in joining the board of Newcastle Rugby Foundation.

I have had the pleasure of being involved with this incredible charity since 2008 and becoming Chair in 2022. Our work is not possible without the care and dedication of our Trustees, where we have a strong group who offer expertise in several areas.

Following an audit, the Board of Trustees are looking to appoint a new trustee specialising in Education, Health, or social inclusion to continue to help contribute to the work that the Board is already doing and be part of the Foundation's next exciting phase.

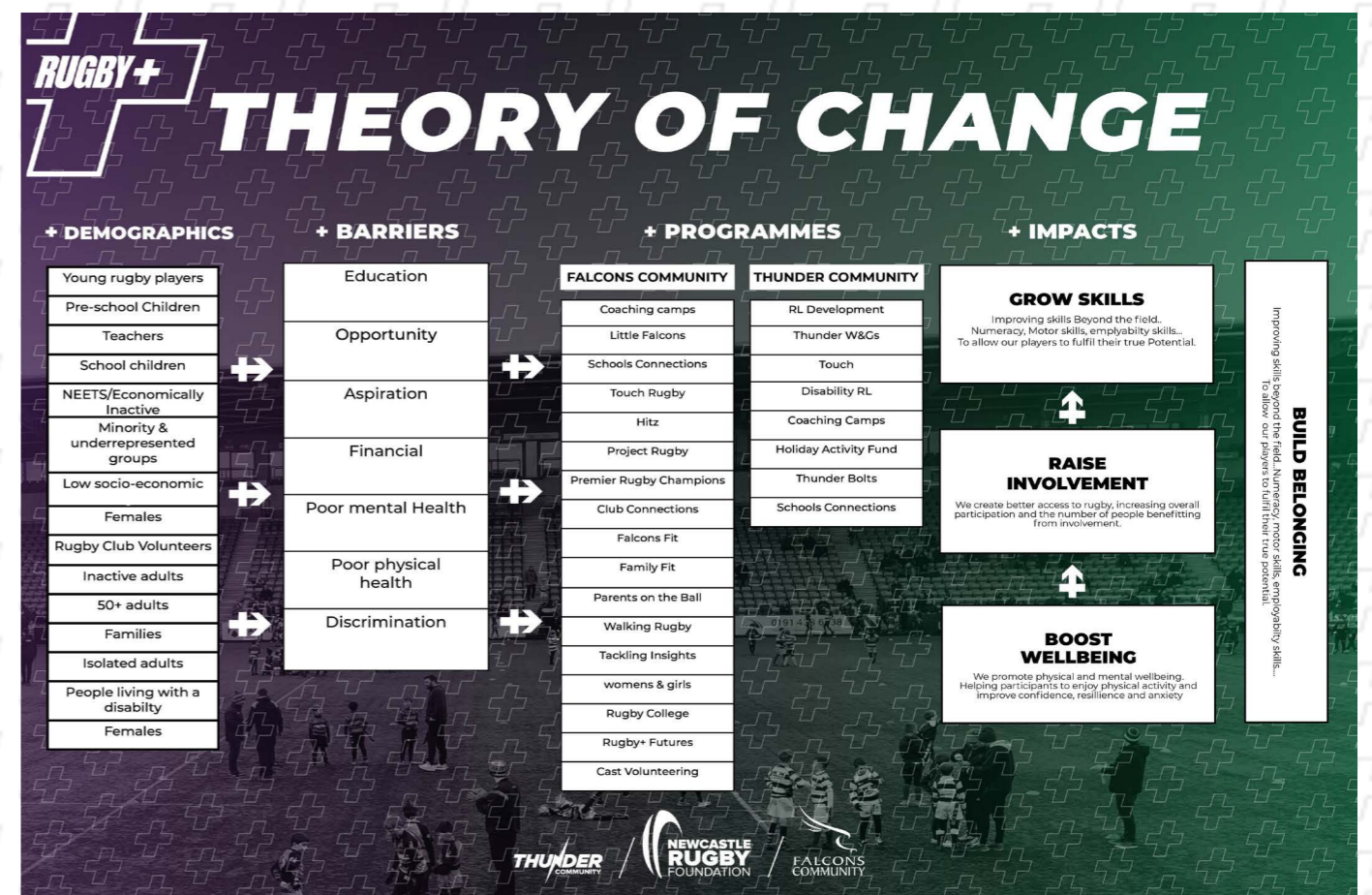
Newcastle Rugby Foundation was established in 2005 and is the official charity of Newcastle Falcons and Newcastle Thunder professional teams. Where each year they work with 15,000+ people in the Northeast and Cumbria in some of the most deprived communities to activate positive change.

PURPOSE

Making Rugby+ the positive difference that changes lives for good

THEORY OF CHANGE:

The RUGBY+ theory of change is an interpretation of what we believe based on evidence and experience which expresses the course of change. This model gives NRF a framework on which to monitor, evaluate and build our programmes for each year to ensure we are making rugby+ the positive difference that changes lives for good. A strategy to achieve this is reviewed on a regular basis and communicated to Trustees.



IMPACTS:

Boost Wellbeing - We promote physical and mental wellbeing, helping participants to enjoy physical activity, improve confidence and resilience, whilst reducing anxiety.

Build Belonging - Bringing a sense of community to our players and supporters, we focus on social inclusion and connection to bring togetherness.

Raise Involvement - We create greater access to rugby, increasing overall participation and the number of people benefiting from being involved.

Grow Skills - We aim to grow skills beyond the rugby field. Improve numeracy, motor skills, employability skills etc. enabling our participants to fulfill their true potential.

VALUES:

- Positive energy.
- Let's make connections.
- Up for a challenge.
- Supportive and caring.

OUR BOARD AND MANAGEMENT TEAM

TRUSTEES:

- **Iain Ramage** – Chair of Newcastle Rugby Foundation
- **Tony Underwood** – Ambassador, Newcastle Rugby Foundation
- **Tracy Lynch** – Vice Chair of Newcastle Rugby Foundation and Chair of People Committee
- **Mick Hogan** – Co-Chair of Marketing and Commercial Committee
- **Sunil Mehra** – Co-Chair of Marketing and Commercial Committee
- **Jeff Ball** – Chair of Governance and Finance Committee
- **Kim McGuinness** – Trustee
- **Rob Vickers** – Trustee
- **James Ponton** – Trustee
- **Mike Stephenson** - Trustee
- **Jack Spoor** – Trustee
- **Stephen Savage** – Trustee
- **Dave Thompson** – Trustee

MANAGEMENT TEAM:

- **Melanie Magee** – Head of Newcastle Rugby Foundation
- **Gavin Beasley** – Operations and Delivery Manager
- **Darren Grecco** – Funding and Development Manager



TRUSTEE ROLE DESCRIPTION

REPORTS TO

The Board of Trustees

PERSON SPECIFICATION

- Knowledge and experience of current regional and national policy, strategy, and challenges in one or more of the following areas – education, social inclusion and public health.
- A passion for sport for good and desire to make a positive impact via the work of the NRF: an advocate for the charity.
- Ability to connect relevant personnel within the charity to relevant contacts within networks in furtherance of the NRF's charitable objectives.
- Ability to attend and contribute to quarterly board meetings and quarterly sub-committee/project strategy meetings.
- Ability to communicate clearly.
- Ability to gain Enhanced DBS clearance (RFU).
- An understanding of and commitment to equality, diversity, inclusion, and safeguarding.
- Live the Newcastle Rugby Foundation Rugby+ values.
- Whilst experience in your field is important, you do not need Trustee experience or formal qualifications as training and support can be provided for the right person.

TRUSTEE RESPONSIBILITIES

- Attend Board meetings and participate in panels and committees as required.
- Ensure the organisation pursues its charitable objects as defined in its governing document.
- Ensure the organisation complies with its governing document, charity law, company law and any other relevant policies.
- Adhere to NRF's Code of Conduct and all other relevant policies.
- Maintain confidentiality and declare any conflicts of interest while carrying out Trustee duties.
- Utilise skills, knowledge, or experience to help the Board of Trustees reach sound decisions and advance the aims of the organisation (e.g. scrutinising board papers, leading discussions, focusing on key issues, and providing advice and guidance requested by the Board on new initiatives, or other issues relevant to the Charity's work in which the Trustee has special expertise).
- Share relevant updates on regional and national strategy in the fields of social inclusion, education and/or public health to aid decision-making and help shape future programming.
- Liaise with the NRF Management team to discuss RUGBY+ Futures community strategy relevant to the emerging themes within our purpose.

To learn more about what is involved in a trustee role please head to the Gov website: [Charity trustee: what's involved \(CC3a\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk)

TERMS



TERM

- The Trustees serve an initial three-year term to be eligible for re-appointment for a maximum of nine years.

TIME COMMITMENT

- There are four board meetings per year, one strategy away day and three sub-committee meetings per year.
- Average meeting time is 1.5-2 hours and are usually hybrid (in-person / Teams)
- Board meetings take place during weekday working hours and dates are scheduled 6 months in advance.

LOCATION

Kingston Park Stadium, Newcastle upon Tyne, and via video conference.

REMUNERATION

- This will be a voluntary role.
- You will be able to claim expenses for travel and, if necessary, accommodation costs to attend meetings, and any other costs incurred whilst undertaking activities on behalf of the organisation.

INDUCTION

- One to one meeting with the Chair, Vice-Chair and/or Head of the Foundation
- Opportunity to meet the staff team, review policies relevant to the role, and an introduction to core areas of the programme.
- Trustee training requirements will be considered at the start of the role. As well as other training opportunities offered throughout the year.

NEWCASTLE RUGBY FOUNDATION MARKETING & COMMERCIAL COMMITTEE MEMBER

Newcastle Rugby Foundation has 3 sub-committees that feed into the main Trustees Board. They are:

- Marketing and Commercial
- Governance and Finance
- People

There has been a skills gap identified in the Marketing and Commercial Committee to support both strategies as we aim to grow and improve this element at Newcastle Rugby Foundation. Please note this is a voluntary role but not a Trustee position

REPORTS TO

Marketing and Commercial Committee Chair

PERSON SPECIFICATION

- Knowledge and experience of current marketing strategy and challenges preferably in the charity sector.
- A passion for sport and a desire to make a positive impact via the work of the NRF: an advocate for the charity.
- Ability to connect relevant personnel within the charity to contacts within networks in furtherance of the NRF's charitable objectives to support the marketing strategy.
- Ability to support the Head of Foundation and Marketing Officer to design, deliver and evaluate a strong marketing strategy.
- Ability to attend and contribute to quarterly sub-committee meetings and ad hoc advice to relevant NRF staff.
- Ability to communicate clearly.
- Ability to gain Enhanced DBS clearance (RFU).
- An understanding of and commitment to equality, diversity, inclusion, and safeguarding.
- Live the Newcastle Rugby Foundation Rugby+ values.



HOW TO APPLY

TO APPLY

To apply for either role please send a brief one-page letter covering what you can add by joining the board, along with your CV.

If you would be more comfortable filming a video with an attached CV this would also be accepted.

The deadline to apply is 15th May 2024, after which the shortlisted candidates will be invited to an informal interview with the Chair, Vice Chair and Head of the Foundation who will then present their recommendations to the Trustees at the next meeting for the Trustee role, the same will apply with the marketing role with the Chair of the Sub-group.

We welcome questions from anyone interested in finding out more about this role ahead of applying by contacting melanie.magee@newcastle-falcons.co.uk.

Applications should also be sent to the same e-mail address by 15th May 2024.

