

Chair and Trustee candidate pack 2025



activityalliance.org.uk

**activity
alliance**

disability
inclusion
sport

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Welcome from Activity Alliance

We all belong in sports and activities. Yet many disabled children and adults do not feel that they do. At school, in the local park or working out in a nearby gym, we all have the right to welcoming, inclusive, and accessible opportunities. The right to choose how we want to be active. Be that taking part, spectating, employment, or volunteering.

This is an exciting time to join our Board. We released our latest strategy at the end of 2024, 'We all belong'. This strategy is the result of a powerful collaboration of knowledge, insight and consultation with disabled people, our partners, and networks. It addresses the major barriers that disabled children and adults face when trying to be active or work in sports and activities.

Activity Alliance is the leading voice for disabled people in sports and activities. Established in 1998 as a national charity, we were previously known as the English Federation of Disability Sport.

We are looking for a Chair and three new Trustees who will add value to our charity and exciting journey ahead. You will bring your expertise and/or the lived experience to drive meaningful change for disabled people. Two Trustees will be Board-appointed, and one will be Member appointed. Their start times will vary.

We are pleased that you are interested in joining us to work towards our vision and thank you for your interest.

By joining the Board, you will support an exceptional team of passionate and dedicated experts. We look forward to working with you and showing you how brilliant our charity is.



Sam Orde OBE
Outgoing Chair,
Board of Trustees,
Activity Alliance



Adam Blaze
Chief Executive,
Activity Alliance

About us

Our two office hubs are in Loughborough and Manchester. Many of us work remotely across England. Our Board is made up of highly experienced volunteers with a variety of skills to support our charity's strategy, policies and vision.

You can read more about our staff team and Board members on our website.



Our vision and purpose

Our vision and mission

A future where all disabled people feel they belong in sports and activities.

Our mission is to improve opportunities to be active, empowering disabled people to get involved in sport and activities in the way they choose.

We will work with disabled people and an alliance of committed partners to do this and build a movement for change.

Our three ambitions

1. Sports and activities meet disabled people's needs.
2. Disabled people influence campaigning, policy and decision making.
3. Address inequalities by working with others.

Our values

Everything we do is built on our values. They shape our work and support us to embed a strong culture and good practice across our organisation.

- We care
- We unite
- We champion

Our impact

We want to create a fairer society for everyone. A place where everyone can be active however and wherever they want to be. It is not right or fair that disabled people are the least active in our society and twice as likely as non-disabled people to be physically inactive.

We are dedicated to closing the gap between disabled and non-disabled people's inactivity levels because we know there are so many benefits to being active. It improves our physical and mental wellbeing, increases independence, and supports our economy.

Activity Alliance pushes for inclusion to be at the heart of all plans in sport and activity and disabled people to be prioritised, locally and nationally. We work closely with many organisations, groups and people, and are at the centre of influential programmes for disabled people.

Our leading research and insight help us to understand the barriers to sport and activity for disabled people. Our teams use this insight to support organisations across various sectors to embed inclusive practices into their work and change attitudes towards disabled people in sport and activity for the better.

We will not rest until every disabled person can enjoy the same physical and mental health and social benefits as non-disabled people.

You can read more about our impact in our Impact Report.



“ Our vision is a future where all disabled people feel they belong in sports and activities. ”

Our story

In December 2021, Sport England made Activity Alliance a system partner. We secured over £8 million investment over five years, the longest funding period ever from Sport England for the charity. This is a huge testament to the charity's powerful reputation, as well as providing a solid financial base.

Adam Blaze became our new Chief Executive in January 2023. Formerly at Sport England, Adam brings strong leadership, strategic expertise, and a passion to turn insight into action.

We benefit from a highly committed, expert staff team, and a friendly, supportive organisational culture. Our employee surveys continue to show high levels of pride, motivation, and job satisfaction.

Disabled people are at the heart of everything we do and are a vital part of our workforce at every level.

You can read our latest strategy [here](#).



Who we work with and for

Disabled people deserve the same rights to be active as everybody else, no matter whether making use of the local gym or becoming an elite athlete.

The reality is that society remains an unfair and unjust place for many disabled people. Every day there are stories up and down our country of disabled children and adults missing out on the joy that being active can bring. We must not accept this. Our government manifesto outlines our top three asks for policy makers across the country.

You can read our manifesto [here](#).

Activity Alliance was formed as a membership organisation and our members are an important part of our governance structure. This includes our founding members, the National Disability Sport Organisations (NDSOs) for people with specific impairments.

We are proud of our work so far and the friends we have made along the way. With a new strategy and collaboration being a key element within it, we are growing a wider movement of committed organisations.

We support many organisations across different sectors, including National Governing Bodies (NGBs) of sport and leisure providers. Our improvement work benefits regional, coaching and education networks, including the Active Partnerships, clubs, and schools.

The Get Out Get Active programme is an excellent example of forming partnerships with local people, working with local members. This has enabled us to engage so many people within communities in sustainable, social, and fun activity.

The organisations we work with include our primary funding partners including Sport England, Spirit of 2012, and the London Marathon Charitable Trust. As we develop new ideas in the next stage of our journey, we hope to attract many more supporters.



Diversity and inclusion statement

Activity Alliance is committed to being an organisation where people feel they belong and a place they can thrive in. This is whatever your background or personal circumstance.

We are proud to be an equitable employer and partner. We expect the same from our partners and colleagues, right across the board and staff team.

We want to be a safe, welcoming, considerate, and responsible workplace. We value diversity as a strength, and we are better with greater equality and inclusion.

Our ambitious vision is embedded in our governance, values, and staff development. The people who we work for and with make us a reputable organisation to know and trust. Nobody should miss opportunities or feel they do not belong at Activity Alliance.

We are proactive in taking steps to ensure inclusion for all the people who work for and with us. This includes promoting equality and diversity, so everyone feels welcome, but for those identified in the Equality Act 2010 with the following protected characteristics: age, disability, ethnicity (including race, colour, and nationality), gender, gender reassignment, religion or belief, sexual orientation, marriage and civil partnership, pregnancy, and maternity.

This statement applies to all staff, beneficiaries, trustees, volunteers, and our partners.

You can read more about our work related to equity, diversity and inclusion on our website.

We are deeply committed to inclusive working practices, so during the application process we commit to:

- Paying for your travel costs to the office and back for interviews held in person.
- Making any reasonable adjustments in application and interview processes – for example ensuring a sign language interpreter if needed.
- Providing this document in your preferred accessible format.
- Offering a guaranteed first stage interview with Inclusive Boards for disabled candidates who meet the minimum requirements for the role.
- If there is anything else you are concerned about or think we could provide, please let us know.



Board role and duties

Being part of Activity Alliance Board is rewarding for many reasons - from making a difference, to gaining new experiences and relationships. It will also sometimes be demanding of your time, skills, and knowledge.

Being aware of the expected duties and responsibilities as a Director on a Board of a charity will help you to play your role effectively. This not only serves Activity Alliance well but also gives you confidence that you will be complying with key requirements of the law.

You can view our Charity Commission profile [here](#).



Chair

As a Chair of Activity Alliance, you will:

- Bring an outstanding commitment to Activity Alliance with a strong understanding of the organisation's values as well as of the Nolan's Seven Principles of Public Life.
- Have a record of leading organisations in the corporate, public or charity sector, developing and implementing their strategies.
- Be willing to commit the necessary time and effort.
- Understand and accept the legal duties, responsibilities, and liabilities of trusteeship.
- Have excellent communication and leadership skills, and experience making well-informed decisions as part of a board or committee, with the ability to influence and guide fellow Board members.
- Oversee delivery of effective governance and provide leadership for the Board, while collaborating closely with the Chief Executive and the Leadership Team to further develop charity's aims, objectives, and goals.
- Have passion for the life changing benefits of sports and physical activities and the role policy plays in driving this.
- Have an unwavering belief in and willingness to advocate for the rights of disabled people.

The key responsibilities of the Chair will be:

Strategic leadership:

- Provide visionary leadership to the Board of Trustees, ensuring that Activity Alliance fulfils its mission and objectives.
- Foster a culture of continuous improvement and innovation within the organisation.

Governance:

- Oversee the governance framework, ensuring compliance with legal and regulatory requirements.
- Lead the Board in monitoring organisational performance and ensuring effective risk management.

Advocacy and representation:

- Act as an ambassador for Activity Alliance, promoting our vision and mission. This includes being a spokesperson for the charity with the media and at events.
- Champion the voices of disabled people, advocating for change and influencing policy and decision-making at the highest levels.
- Build and maintain strong relationships with key stakeholders, including partners, funders, and government bodies.

Board support and development:

- Chair Board meetings professionally and impartially to ensure productive discussions and decisions drawing on the skills and knowledge of members and for the Board to provide a strategic lead to staff.
- Facilitate effective communication and collaboration among Trustees, fostering a cohesive and motivated Board.
- Conduct regular evaluations of the Board's performance and effectiveness.

Support and supervision of the Chief Executive and staff:

- Provide support and guidance to the Chief Executive Officer, ensuring they have the resources and support needed to lead the organisation effectively.
- Conduct regular performance appraisals of the Chief Executive Officer, setting clear objectives and providing constructive feedback.
- Ensure the Board supports the staff, creating an environment where they are empowered and equipped to thrive.



Trustee

As a Trustee you will:

- Have outstanding commitment to Activity Alliance with a strong understanding of the organisation's values as well as of the Nolan Seven Principles of Public Life.
- Be willing to devote the necessary time and energy.
- Possess a strategic vision and independent judgement.
- Understand and accept legal duties, responsibilities, and liabilities of trusteeship.
- Be able to work effectively as a team member and to make decisions for the organisation's good.
- Have a good, independent judgement and a willingness to be open and speak your mind.

As well as:

- Contribute actively to the Board of Trustees role in giving strategic direction to the organisation, setting overall policy, defining goals, setting targets, and evaluating performance against agreed targets.
- Ensure that the organisation complies with its governing documents, charity law, company law and any other relevant legislation or regulations.
- Safeguard the reputation and values of the organisation.
- Represent the organisation at functions and meetings when appropriate, and act as an ambassador for Activity Alliance.

Currently, we are particularly interested in recruiting Trustees with understanding, skills, and/or experience in one or more of the following areas:

- **Legal**
- **Commercial and corporate affairs**
- **Income generation**
- **Application of AI and technology**



Additional information

Eligibility

Under the Charities Act 2011, you are unable to serve as one of our Trustees if:

- You are under the age of sixteen.
- A person who is an undischarged bankrupt or who is otherwise disqualified by law from serving as a company director.
- A person who has an unspent conviction involving dishonesty or deception or who is otherwise disqualified by law from serving as a charity trustee.

The commitment

- The Board meets at least five times per year – three times in person, at **SportPark** in Loughborough, and twice virtually. The meetings take place mid-week, during working hours.
- Attendance at the Annual General Meeting is required from the Chair, chairs of sub-groups and Member-Nominated Trustees.
- We strive for accessibility when it comes to facilitating meetings, events, or webinars etc. This would include ensuring your needs are met through accessible event venues, hotels, accessible formats etc.
- When added to other ad-hoc responsibilities, we anticipate the time commitment to be at least two days a month for the Chair and 8 days a year for a Trustee.

Conflicts of interest

All candidates will be asked to declare any conflicts of interest.

Terms of appointment

The posts are for an initial term of up to three years, which may be extended for two further terms of three years.

Remuneration

The positions are unpaid, although we reimburse travel costs and other direct expenses incurred.

Benefits

All Trustees receive Safeguarding and Trustee training upon joining. Other training is also provided on a needs basis.

Trustees are provided with company apparel.

Sub-groups

All trustees are expected to serve on one of our committees, which take place outside of the main board schedule, at times most suitable for them.

Attending events or acting as a representative

All trustees are encouraged to attend the events we organise. This could be staff away days, online events or webinars that promote our work, or coming along to the sport events we deliver. We may also ask you to represent Activity Alliance at networking events or may ask you to act as a spokesperson.

How to apply

The recruitment process is being supported by Inclusive Boards on behalf of Activity Alliance. If you would like to apply, please supply the following by no later than 9am on 19/05/2025:

- A detailed CV setting out your career history, with responsibilities and achievements.
- A covering letter (maximum two sides) highlighting your suitability for the role and how you meet the person specification. Please note that the covering letter is an important part of your application and will be assessed as part of your full application.

- Alternatively, you may provide a video, audio file, or presentation instead of a written cover letter.
- Please provide details of two professional referees together with a brief statement of their relationship to you and over what period of time they have known you. Referees will not be contacted without your prior consent.

If you have any questions or would like to arrange a call to discuss the role please email activityalliance@inclusiveboards.co.uk or call 0207 267 8369.

Please visit www.inclusiveboards.co.uk/opportunities to apply online.



Privacy notice

At Activity Alliance we want to make sure all the personal details we hold about you are safe and secure, so we want you to know as much as possible about what we do with your personal information.

This privacy notice applies to everyone who interacts with us in any way unless the reason you do so is already covered by another of our privacy notice(s) available at [**www.activityalliance.org.uk/privacy.**](http://www.activityalliance.org.uk/privacy)

So, for example, this privacy notice will not apply if you are one of our current or former staff or you are participating, volunteering and/or peer mentoring in one of our events. Our privacy notice in relation to our events can be found at [**www.activityalliance.org.uk/privacy.**](http://www.activityalliance.org.uk/privacy)

Please also read this notice to the extent that they will apply to your activities as they may apply to you in addition to this privacy notice.

This privacy notice will cover you if you interact with us for any other reason. For example, this privacy notice will cover someone who:

- Is going through a recruitment process to come to work for us,
- Uses our website,
- Attends one of our events or training courses,
- Works at a customer or supplier of ours or another organisation that we deal with (such as one of our members or funding partners),
- Or anyone else who is affected by our activities to the extent not covered by another of our privacy notices.

This privacy notice covers a wide range of individuals and different types of relationships and interactions with us. As such, not all aspects of this privacy notice may apply to you depending upon the nature of your relationship and interactions with us. If you are unsure, then you can always ask us by contacting us at [**info@activityalliance.org.uk**](mailto:info@activityalliance.org.uk) or call 0808 175 6991.

INCLUSIVE BOARDS

About us

Inclusive Boards is the UK's leading board diversity practice. We have worked alongside over 300 organisations to provide support with Board recruitment, development and governance reviews. We strive to be at the forefront of equity and diversity, and believe that everyone should be represented at Board level. Additionally, we also provide bespoke training sessions on a variety of subjects including personal branding, inclusive recruitment practices and board structures and governance as well as delivering leadership development programmes for underrepresented leaders across a range of sectors.

Contact us today

Improve diversity on your Board, please don't hesitate to contact us via hello@inclusiveboards.co.uk.

To join a Board, sign up to become a candidate via our website and be notified of the latest opportunities as and when they become available.



www.inclusiveboards.co.uk



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