

# NETBALL FRANCE

## 2022 board applications

### OVERVIEW

Formed in 2020, Netball France is the body responsible for the growth, sustainability, and success of netball across France. Our vision is for netball in France to be a thriving, world class sport, driven by our values of diversity & inclusion, respect, empowerment, integrity, transparency, creativity, and ambition.

With the commencement of the development of our 2022-2025 strategy, we are looking for a group of passionate, motivated, ambitious individuals to lead the sport into a new era. After consultation with members and stakeholders, our current Board has begun the development of the strategy, with the further development and implementation of the strategy to be undertaken by the new Board. As part of this consultation and strategy development, a slight change in the structure of the organisation will be implemented, with the governing body moving from a Board structure to a Board and Council structure. The Board will consist of individuals with specific portfolios relevant to growing the sport in France, who will be tasked with implementing the strategy, and the Council will consist of a representative from each of the Member Organisations, tasked with providing feedback from their clubs and holding the Board accountable for implementing the strategy.

Board members will be voted in by the previous board. Council members will be appointed by their Member Organisation.

As we are still undergoing the development of the 2022-2025 strategy, we are beginning with applications for the Board positions deemed most urgent, based on the member consultation. The Board reserves the right to appoint new directors or form sub-committees throughout the year, where necessary to meet the targets of the strategy.

Please note that all position descriptions are merely an indicative summary of the role and are not intended to be exhaustive. As a new, quickly growing organisation, we are searching for innovative, passionate, ambitious candidates who are looking to make these roles their own, prepared to go above and beyond their role descriptions, and to put time and effort into developing and implementing the Netball France 2022-2025 strategy and making Netball France a world class organisation.

As we are searching for the best candidates to help drive the sport forward in France, it is not necessary to speak French, be based in France, or to be currently involved in any of the Member Organisations. The majority of work can be conducted from anywhere in the world, and meetings can be attended via phone/video connection. Please also note that taking a position on the board will not prevent you from taking any other position within the organisation, including as a player/athlete.

If you would like to apply for one of these roles, please send your CV and a cover letter detailing which role you are applying for and explaining your motivations, previous experience/relevant skills, and what you can bring to the role with the subject '2022 BOARD APPLICATIONS - ROLE - NAME' to [contact@netballfrance.com](mailto:contact@netballfrance.com) by **midnight, 7<sup>th</sup> February 2022**. If you would like to apply for more than one role, please send a separate cover letter for each role you are interested in. If none of the specific roles fit your skill set but you would still like to be involved, please send your CV and a cover letter detailing how you could be of assistance, what you can bring to the organisation and explaining your motivations, previous experience, and relevant skills. The Board reserves the right to appoint Directors Without Portfolio or consider you for another



potential Board or sub-committee position and may contact you throughout 2022 to invite you to apply for a relevant position.

Candidates may be asked to participate in an online video interview from 1<sup>st</sup>-11<sup>th</sup> February, and successful candidates will be notified by 12<sup>th</sup> February, with appointments to be publicly announced at the 2022 AGM on Sunday 13<sup>th</sup> February.

Please note that as a newly formed, not-for-profit organisation, Board and Council positions are not remunerated. We are aware of the volume and intensity of work required for each of these positions, however unfortunately until netball in France grows and receives a higher income, we are unable to offer compensation. We are looking to find driven, motivated individuals who are passionate about netball and willing to donate some of their talent and free time to developing Netball France into an elite, world class organisation.

## ROLES

### president

The President is the leader of Netball France and will play a critical part in the development and implementation of the 2022-2025 Netball France Strategy, in addition to being the face and spokesperson of Netball France alongside the French Director.

You will oversee the Netball France Board, Council, sub-committees, and any additional positions formed within the organisation. In addition to bodies and persons within the organisation, you will work with local netball associations in France, other netball nations, Europe Netball, and World Netball, to further grow and promote the sport.

Some of your key duties will include:

- 🌀 Day to day running of organisation;
- 🌀 Chair monthly board meetings and AGMs;
- 🌀 Represent Netball France at external meetings;
- 🌀 Main point of contact with other Netball Nations, Europe Netball, and World Netball;
- 🌀 Attend bi-monthly Europe Netball Emerging Nations meetings, yearly Europe Netball and World Netball AGMs, and any other necessary meetings with said bodies;
- 🌀 Work in partnership with the Board, sub-committees, and other relevant stakeholders/personnel to develop 2022-2025 strategy and strategic objectives;
- 🌀 Develop and implement initiatives to expand and promote the sport;
- 🌀 Liaise with Vice President, Treasurer and Sponsorship Director to develop budget and ensure funds spent appropriately and in best interest of organisation;
- 🌀 Aid in formation of any necessary sub-committees required to achieve strategic targets; and
- 🌀 Provide leadership and oversight of the Board, any sub-committees, and other personnel, supporting the fulfilment of their responsibilities to the organisation.

In order to succeed in this role, we are looking for a candidate with the following skills:

- 🌀 Fluent English
- 🌀 Strong knowledge of Netball
- 🌀 Highly developed leadership and management skills
- 🌀 Strategic thinker – can establish a vision, provide direction, and inspire
- 🌀 Strong planning and organisation skills
- 🌀 Outstanding communication skills – written, verbal, and presentation
- 🌀 Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- 🌀 Motivated and results orientated with the drive to implement decisions and continuously raise the bar to achieve targets
- 🌀 Able to work under pressure, manage multiple priorities and meet deadlines



- 🌀 Passionate about and committed to the development of netball at all levels, for everyone
- 🌀 Experience of working within the confinements of a budget and being flexible to meet the needs of the organisation
- 🌀 Flexible and able to adapt to changes in the role due to change in needs and opportunities for a quickly growing organisation

It is also desirable, but not required, for you to be able to communicate in French (written and verbal) and have previous experience in a similar role.

### vice president

The Vice President will report to the President, aiding them in all their duties, and will play a critical part in the development and implementation of the 2022-2025 Netball France Strategy.

Some of your key duties will include:

- 🌀 Support the President in their tasks;
- 🌀 Take on responsibilities delegated to you by the President and deputise for them during periods of absence;
- 🌀 Work in partnership with the Board, sub-committees, and other relevant stakeholders/personnel to develop 2022-2025 strategy and strategic objectives;
- 🌀 Develop and implement initiatives to expand and promote the sport;
- 🌀 Liaise with President, Treasurer and Sponsorship Director to develop budget and ensure funds spent appropriately and in best interest of organisation;
- 🌀 Aid in formation of any necessary sub-committees required to achieve strategic targets;
- 🌀 Provide leadership and oversight of the Board, any sub-committees, and other personnel, supporting the fulfilment of their responsibilities to the organisation; and
- 🌀 Work closely with President to establish a constructive relationship and shared responsibilities.

In order to succeed in this role, we are looking for a candidate with the following skills:

- 🌀 Fluent English
- 🌀 Strong knowledge of Netball
- 🌀 Highly developed leadership and management skills
- 🌀 Strategic thinker – can establish a vision, provide direction, and inspire
- 🌀 Strong planning and organisation skills
- 🌀 Outstanding communication skills – written, verbal, and presentation
- 🌀 Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- 🌀 Motivated and results orientated with the drive to implement decisions and continuously raise the bar to achieve targets
- 🌀 Able to work under pressure, manage multiple priorities and meet deadlines
- 🌀 Passionate about and committed to the development of netball at all levels, for everyone
- 🌀 Experience of working within the confinements of a budget and being flexible to meet the needs of the organisation
- 🌀 Flexible and able to adapt to changes in the role due to change in needs and opportunities for a quickly growing organisation

It is also desirable, but not required, for you to be able to communicate in French (written and verbal) and have previous experience in a similar role.



## secretary

The Secretary will report to the President, and will oversee communications within Netball France, and between Netball France, Member Organisations, and stakeholders.

Some of your key duties will include:

- 🌀 Act as first point of contact for club & member enquiries;
- 🌀 Manage Netball France inbox, ensure all emails are sent to relevant directors;
- 🌀 Distribute invites and agendas for board meetings, AGMs, and EGMs;
- 🌀 Take and distribute minutes at all board meetings, AGMs, and EGMs;
- 🌀 Advise Member Organisations of any amendments, alterations, interpretations, or other changes to Netball France policies; and
- 🌀 In liaison with Member Organisations, ensure that a national register of Members is kept and maintained.

In order to succeed in this role, we are looking for a candidate with the following skills:

- 🌀 Fluent English
- 🌀 Strong knowledge of Netball
- 🌀 Strategic thinker – can establish a vision, provide direction, and inspire
- 🌀 Strong planning and organisation skills
- 🌀 Outstanding communication skills – written, verbal, and presentation
- 🌀 Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- 🌀 Able to work under pressure, manage multiple priorities and meet deadlines

It is also desirable, but not required, for you to be able to communicate in French (written and verbal) and have previous experience in a similar role.

## treasurer

The Treasurer will be responsible for the organisation's finances and will report to the President.

Some of your key duties will include:

- 🌀 Liaise with President, Vice President, Treasurer & Sponsorship Director to develop budget and ensure funds spent appropriately and in best interest of organisation;
- 🌀 Manage bank accounts;
- 🌀 Efficient payment of invoices and bills;
- 🌀 Issue receipts for monies received;
- 🌀 Keep up to date P&L;
- 🌀 Present regular financial reports to Board;
- 🌀 Prepare end of year financial statement for auditing;
- 🌀 Present an end of year financial report at AGM; and
- 🌀 Collect membership fees and all monies due to organisation.

In order to succeed in this role, we are looking for a candidate with the following skills:

- 🌀 Fluent English
- 🌀 Strategic thinker – can establish a vision, provide direction, and inspire
- 🌀 Strong planning and organisation skills
- 🌀 Outstanding communication skills – written, verbal, and presentation
- 🌀 Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- 🌀 Previous experience in a budgeting or accounting role

It is also desirable, but not required, for you to be able to communicate in French (written and verbal) and have previous experience in a similar role.



## french director

The French Director reports to the President and is responsible for all things relating to French law and culture. It is important to Netball France that as a sport and organisation we are integrated in French society and not just an 'expat sport', therefore this is a key role in the organisation.

You will play a critical part in the development and implementation of the 2022-2025 Netball France Strategy, in addition to being the face and spokesperson of Netball France alongside the President.

Some of your key duties will include:

- 🏐 Represent the organisation at external meetings;
- 🏐 Main point of contact with Ministère des Sports;
- 🏐 Develop relationships with relevant French bodies (i.e., Ministère des Sports, INSEP, CNOSF, Agence Nationale, etc.);
- 🏐 Take the lead in Netball France's application to being the 'Fédération Française de Netball' – ensure we are compliant with all necessary regulations, have all necessary documentation, source lawyer to write necessary documents and confirm all documents are legally sound, be in regular contact with the Ministère des Sports to ensure we are granted federation status at the earliest possible date, etc.;
- 🏐 Ensure Netball France is compliant with Code du Sport and all other relevant French law, particularly regarding performance athletes, national teams, and governance;
- 🏐 Work in partnership with the Board, sub-committees, and other relevant stakeholders/personnel to develop 2022-2025 strategy and strategic objectives;
- 🏐 Lead Translation Committee;
- 🏐 Provide advice and opinions from a French perspective regarding Netball France initiatives; and
- 🏐 Ensure the organisation is not just growing the sport of Netball but integrating into French culture.

In order to succeed in this role, we are looking for a candidate with the following skills:

- 🏐 Fluent French and English
- 🏐 Strong knowledge of Netball
- 🏐 Highly developed leadership and management skills
- 🏐 Strategic thinker – can establish a vision, provide direction, and inspire
- 🏐 Strong planning and organisation skills
- 🏐 Outstanding communication skills – written, verbal, and presentation
- 🏐 Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- 🏐 Motivated and results orientated with the drive to implement decisions and continuously raise the bar to achieve targets
- 🏐 Able to work under pressure, manage multiple priorities and meet deadlines
- 🏐 Passionate about and committed to the development of netball at all levels, for everyone
- 🏐 Experience of working within the confinements of a budget and being flexible to meet the needs of the organisation
- 🏐 Flexible and able to adapt to changes in the role due to change in needs and opportunities for a quickly growing organisation

Please note that unlike other roles, for the French Director role it is **necessary to be a French native**, fluent in French and English, and preferably based in France.



## sponsorship, partnerships & grants director

This is a new role to the Netball France Board and will be critical in ensuring Netball France continues to grow sustainably and hit our strategic targets. We are an ambitious organisation, and many of our strategic targets require further funds and partners to become a reality. Therefore, we are looking for a driven, passionate, creative, and ambitious Director who can identify and build relationships with partners who align with our values, vision, and mission. The Sponsorship, Partnerships & Grants Director will report to the President.

Some of your key duties will include:

- 🌀 Identify and suggest to the Board potential sponsors & partners, in France and in the global netball/sporting community;
- 🌀 Upon approval from relevant Directors, engage with potential sponsors & partners to develop partnerships;
- 🌀 Maintain and further develop partnerships;
- 🌀 Identify and apply for relevant grants and/or other forms of financial assistance;
- 🌀 Coordinate fundraising events;
- 🌀 Work with Communications Committee and other relevant Directors to create Media & Sponsorship packages;
- 🌀 Coordinate sponsorship review and reporting process;
- 🌀 Liaise with President, Vice President, and Treasurer to develop budget and ensure funds spent appropriately and in best interest of organisation; and
- 🌀 Ensure partner logos are correct on all collateral, including website, social media, and other communications.

In order to succeed in this role, we are looking for candidates with the following skills:

- 🌀 Fluent English
- 🌀 Strategic thinker – can establish a vision, provide direction, and inspire
- 🌀 Strong planning and organisation skills
- 🌀 Outstanding communication skills – written, verbal, and presentation
- 🌀 Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- 🌀 Motivated and results orientated with the drive to implement decisions and continuously raise the bar to achieve targets
- 🌀 Able to work under pressure, manage multiple priorities and meet deadlines
- 🌀 Experience of working within the confinements of a budget and being flexible to meet the needs of the organisation
- 🌀 Flexible and able to adapt to changes in the role due to change in needs and opportunities for a quickly growing organisation
- 🌀 Ability to build relationships, coordinate and support volunteers or teams
- 🌀 Ability to work to a budget and accurately forecast financial outcomes

It is also desirable, but not required, for you to be able to communicate in French (written and verbal) and have previous experience in a similar role.

## communications director

The Communications Director will report to the President and will be responsible for all social media and communications materials. You will lead the Communications Committee, who will assist with the role and creating content.

Some of your key duties will include:

- 🌀 Work in partnership with the Board, sub-committees, and other relevant stakeholders/personnel to develop 2022-2025 strategy and strategic objectives;
- 🌀 In partnership with the Communications Committee and Board, develop a communications strategy and calendar, ensuring regular posting across all relevant



platforms and driving awareness, consideration, conversion, and connection to playing, watching, and otherwise interacting with the game;

- ⑧ Lead the Communications Committee, and collaborate to implement and review campaigns, develop new ideas and initiatives to build brand, and grow engaged followers across all social media platforms;
- ⑧ With Communications Committee, create and schedule social media content across Netball France platforms;
- ⑧ Create content plans and deliver strategy points for Instagram, Facebook, TikTok, Twitter, YouTube, LinkedIn, etc., ensuring content is engaging and tone of voice is in line with brand;
- ⑧ Stay up to date with current trends in social media, sport, and culture;
- ⑧ Activate partnership strategies through digital creatives and assets;
- ⑧ Ensure all communications and content falls in line with Netball France Brand Guidelines;
- ⑧ Analyse, track, and report metrics across social channels;
- ⑧ Provide regular updates to board on metrics, and make recommendations around iterative changes to strategy and approach;
- ⑧ Manage relationships with identified media partners and digital agencies from campaign execution to evaluation;
- ⑧ Develop relationships with nation-wide, local, and global media; and
- ⑧ Develop best practices for Member Organisations to follow.

In order to succeed in this role, we are looking for candidates with the following skills:

- ⑧ Fluent English
- ⑧ Strong knowledge of netball
- ⑧ Strong knowledge and understanding of relevant platforms (Facebook, Instagram, Twitter, TikTok, LinkedIn, YouTube, etc.)
- ⑧ Creative flair with a great sense of humour
- ⑧ Interest in videography/photography/copywriting/graphic design
- ⑧ Strategic thinker – can establish a vision, provide direction, and inspire
- ⑧ Strong planning and organisation skills
- ⑧ Outstanding communication skills – written, verbal, and presentation
- ⑧ Able to develop and maintain strategic relationships, and the ability to build trust and confidence with stakeholders
- ⑧ Motivated and results orientated with the drive to implement decisions and continuously raise the bar to achieve targets
- ⑧ Able to work under pressure, manage multiple priorities and meet deadlines
- ⑧ Experience of working within the confinements of a budget and being flexible to meet the needs of the organisation
- ⑧ Flexible and able to adapt to changes in the role due to change in needs and opportunities for a quickly growing organisation
- ⑧ Ability to build relationships, coordinate and support volunteers or teams

It is also desirable, but not required, for you to be able to communicate in French (written and verbal) and have previous experience in a similar role.

