

# **BUSINESS DIRECTOR RECRUITMENT PACK**

## **INTRODUCTION**

The International Grooms Association (IGA) is the professional membership organisation for all competition grooms working internationally in FEI Disciplines.

The IGA is seeking to recruit a Business Director to guide on the business and sponsorship growth of the organisation in its founding years.

## **BACKGROUND TO IGA**

The IGA has been formed at the request of the FEI to become a representative voice of the international grooms. It has been enabled by an initial FEI startup funding grant, but it must become a self-sustainable business.

It is a worldwide organisation, that is based and run from the UK, however membership is encouraged from all continents and the Board Directors can also be based in any country.

The IGA is a not-for-profit Company Ltd. by Guarantee and registered in the UK with Companies House. It is a social enterprise – aiming to make a difference for the grooms in our sports.

## **JOB PURPOSE**

To lead and assist the Executive Director in the development of the business to enable it to stride towards becoming self-sustainable in the future.

## **KEY RESPONSIBILITIES**

- Working with the Executive Director to build a five-year operational plan, aligned with budget planning.
- Assist the Board with the delivery of the organisation's strategic plan.
- Guide on the development of a sponsorship strategy and acquisition of new partners.

## **SKILLS AND EXPERIENCE REQUIRED**

- Proven business and financial management expertise.
- Proven ability to identify opportunities, and experience at sponsorship acquisition and contract negotiations.
- Understanding of the international FEI level sporting landscape.
- Equestrian trade sector experience and well connected within the sector.
- Excellent people skills: able to work as part of a successful non-executive team.
- Excellent people skills with the ability to influence at the highest levels.
- A highly effective communicator who is able to relate to the IGA's vision and mission and core values.
- Can afford the voluntary time to commit to the role - albeit minimal time expected.
- Not for profit experience or understanding is helpful.
- Upholds the highest standards of integrity and adheres to the Seven Principles of Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership).

## **TIME COMMITMENT**

It is a voluntary Non-Executive Director (NED) position with incurred expenses paid.

It is expected that the Director will commit to attend all four Board Meetings that are held annually virtually. Beyond this, the Director will be asked to offer maximum circa half a day (four hours) every quarter, as per required.

The appointment will be for an initial three-year term.

## **HOW TO APPLY**

Please send your CV or linked in profile and a brief covering letter demonstrating how you meet the stated criteria and how you will bring the required experience, skills and knowledge to be successful in the role.

Please send to [lucy@internationalgrooms.org](mailto:lucy@internationalgrooms.org)

Should you wish to discuss the role please call Lucy on +44 208 672 9348.

*The IGA is recognised as an equal opportunities' employer. We actively promote diversity, and we positively encourage applications from qualified and eligible candidates from all parts of the community regardless of age, disability, gender reassignment, marriage and civil partnership, sexual orientation, pregnancy and maternity, race, religion, belief and gender.*