



Chief Governance Officer



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The Organisation

The Scottish Football Association (Scottish FA) is the governing body of football in Scotland. Founded in 1873 the Scottish FA is the second oldest national football association in the world. The founding principles are as relevant today as they were in 1873.

The objectives of the Association are to promote, foster and develop football for all in Scotland. A new strategic plan will be launched shortly which will reinforce these aims and ensure that through the power of football we continue to inspire the nation.

The values of the Scottish FA, shown below, help shape its strategic direction and underpin the common aim of serving Scottish football at all levels.

- We **focus** on the goal: We are ambitious and we do all that we can to fulfil ours and the game's potential
- We share and **connect**: We promote and cultivate a positive and inclusive team ethic both internally and externally. Togetherness is our strength
- We **respect** each other: We respect each other and the football family overall. Diversity brings success
- We **lead** with Purpose: We are committed to the principles of development and fair play and expect everyone in the Game to do the same

The Scottish FA takes its values seriously. They are more than a set of words: they represent the organisation as a whole, to ensure the highest standards of professionalism are achieved and maintained. The Scottish FA's values are reflected in all that we do, both internally and externally.

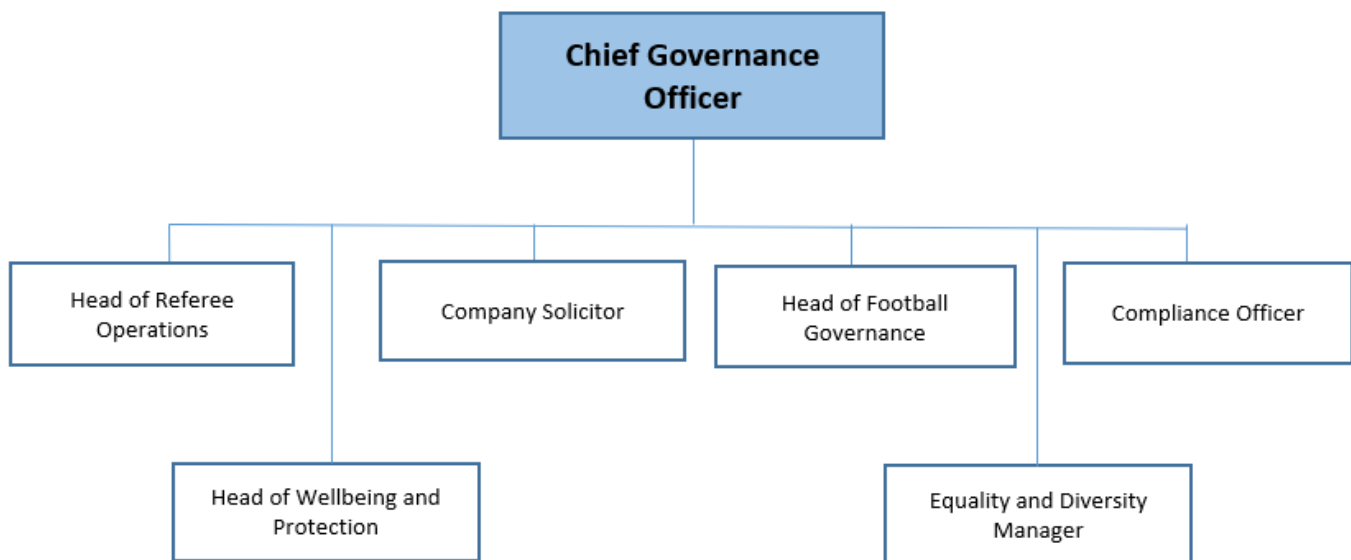


The Opportunity

Reporting to the Chief Executive, the Chief Governance Officer will lead, direct and control the legal, football governance and regulatory operations of the Scottish FA.

As a member of the Senior Management Team and Operational Board, the Chief Governance Officer will directly contribute to the strategic direction of the Scottish FA and also oversee the implementation the Scottish FA's strategic aim of fostering a culture of inclusivity, safety and wellbeing across all areas of the organisation and throughout the membership.

Organisational Structure Chart



Key Priorities

- Undertaking the role of General Counsel, provide high quality advice to the Chief Executive and Board on all legal, football governance, regulatory or other matters at a strategic and operational level
- Provide strategic and operational leadership ensuring individual functions are aligned to, and directly support the delivery of key strategic priorities ensuring legal, football governance and regulatory operations continue to meet both current and future needs of the organisation
- Promote sound practices compliant with new / existing regulations and legislation, and proactively identify opportunities to improve existing practices
- Develop and maintain effective relationships with a range of external stakeholders, including the Scottish FA's diverse membership

- With oversight from the Chief Executive, support the Wellbeing and Protection function in the implementation, monitoring and reviewing of the Wellbeing and Protection Strategy across the membership.
- Provide strategic and operational leadership in the areas of Equality, Diversity and Inclusion, aligned to the Scottish FA Equality Framework, promoting best practice to ensure Scottish Football is representative and reflective of the demographic of Scotland at all levels and that there are no barriers to participate and access football in Scotland.
- As a member of the Senior Management Team, directly contribute at a strategic level to the capacity building, organisational development, sustainability and impact of the organisation



Key responsibilities include:

- Provide leadership, direction and support to the football regulation and governance functions of the Scottish FA including Disciplinary, Registrations, Club Licensing, Integrity, Referee Operations and Compliance
- Oversee the operations of the Judicial Panel
- Provide direction and support to the Compliance Officer as required

- Lead the GDPR strategy, in line with EU General Data Protection Regulations (GDPR) and the UK Data Protection Bill (DPB), defining the principles, policies and rules that govern the way data is input and transformed. This is a cross functional role working closely with the Senior Management Team
- Oversee the annual Rules Revision process, recommending changes to update, enhance and improve governance of the game in Scotland as required
- Act as Company Secretary for the Scottish FA and keep abreast of developments within sports governance and policy
- Assist the Company Solicitor in providing governance support to the Scottish FA's associated companies (The Scottish Football Association Museum Trust and the National Stadium Sports Medicine Centre) in relation to relevant legal matters, ensuring consistent and relevant legal advice is provided and, where possible, implemented across all areas of the business



- Liaise with and manage external advisers, commissioning advisory services where necessary to ensure that the management and allocation of work is carried out adequately, timeously and within budget constraints
- Engage positively with all the relevant stakeholders in the game including the Board, the Professional Game, the Non-Professional Game, the Council, the Judicial Panel members, the SPFL, the PFA Scotland, and the international governing bodies of UEFA and FIFA
- Provide support and guidance to clubs, leagues and associations on governance matters as required
- Chair/oversee and/or participate within strategic projects as agreed with the Chief Executive from time to time
- Any other reasonable duties that should arise from time to time commensurate with the role

Preferred Candidate Background

A qualified Solicitor with considerable PQE, you will be a proactive, solutions focused and visionary leader with relevant experience of leading a high performing team or business function to deliver against key strategic priorities.

As an accomplished communicator, you will have instant credibility when engaging with both internal and external stakeholders.

Knowledge, Skills and Experience:

Essential

- A proven track record of strategic leadership coupled with experience of managing, motivating, and developing staff both individually and collectively
- A wide range of UK compliance, governance and transaction related knowledge and experience
- Sound and proven experience in a previous senior corporate governance role
- Proven experience with strategic planning, project management and organisational reporting
- The ability to manage legal risk and ensure compliance with legal and regulatory obligations
- Excellent analytical skills with the intellectual ability to assess complex legal, policy and procedural documents and issues, and make recommendations for action
- Exceptional influencing, relationship management and interpersonal skills

Desirable

- Experience working in a governance related role in a sport governing body or sporting environment
- Previous experience of acting as a Compliance Officer either in-house or in private practice
- Full Membership of the Chartered Governance Institute

Personal Attributes

- A forward thinker who is comfortable in an environment of change
- Exercises good judgement, confident in own knowledge, able to give advice to others and be accountable for that advice
- An approachable communicator who confidently builds effective working relationships at all levels with clients and colleagues
- Deals with conflicting demands and prioritises work whilst ensuring that a high-quality service is provided and that deadlines are met
- A proactive and motivated individual who takes responsibility for own work
- Naturally motivates, looks to develop self and others and promotes high levels of performance
- Resilient and composed under pressure, is comfortable dealing with relationships at a senior level

- Willingness to listen and take opinions of internal and external stakeholders into account
- Intellectual flexibility to move easily between significant detail and the bigger picture



Remuneration

The salary and benefits package offered will be competitive and structured in an appropriate way reflecting the appointed candidate's experience, background and circumstances.

The Recruitment Process

The recruitment for this position is being managed by our advising consultants, Livingston James.

Interested candidates should provide a tailored CV and covering letter, outlining your suitability and motivation for applying to Douglas Adam, Director – Public and Not for Profit Practice at douglasadam@livingstonjames.com.
