



## Finance Director of British Dressage (Non- Executive)

British Dressage (BD) is the governing body for the Olympic and Paralympic sport of dressage and a member of the British Equestrian Federation. Our role is to promote and develop the sport in the UK and prepare riders to compete on the International stage.

British Dressage is a company limited by guarantee and a registered charity with a fully owned trading subsidiary. We have a consolidated turnover of over £4m, over with 17,000 members and 35,000 associate members, and regulate over 3,000 days of competition a year over 2,500 fixtures at around 180 affiliated venues.

The Finance Director is elected by the membership.

### Role Description

The Finance Director works in a non-executive capacity to provide leadership and strategic direction in all financial matters relating to the sport. The Finance Director advises a Board of eight Directors on financial matters and participates in making collective board decisions. He or she works with the Chief Executive and the Finance Manager to ensure effective financial governance of the organisation.

### Specific Responsibilities

- To act as a Director of British Dressage (the Company) in the best interests of the Company and in line with the Charities Act 2011 and the Companies Act 2006 and in accordance with the Memorandum and Articles of Association.
- To act as a Director of British Dressage Trading Limited in the best interests of the Company and in line with the Companies Act 2006.
- To constructively challenge and contribute to the financial planning and strategic growth of the organisation.
- To monitor the financial performance of the organisation and ensure that policy and targets are met.
- To ensure that financial controls and systems of risk management are robust and defensible and to ensure the integrity and availability of financial information.
- To advise the Chief Executive and the Finance Manager on tax and other ad-hoc financial matters relating to British Dressage and British Dressage Trading Ltd.
- To provide overall leadership and direction in budgetary review and control processes.
- To identify and advise on possible improvements on accounting systems and procedures.
- To ensure that financial resources are invested in accordance with the stated investment policy.
- To ensure that the annual audit of British Dressage and British Dressage Trading Ltd is completed by the appointed auditors within the required deadlines.
- To ensure all appropriate financial regulations and taxation requirements are met.

### Person Specification

- To uphold the highest standards of integrity and adhere to the Seven Principles of Public Life (selflessness, integrity, objectivity, accountability, openness, honesty and leadership).
- Be enthusiastic, dynamic and energetic and to act responsibly and in the best interests of the charity.
- Have a strong sense of teamwork and willing to work collaboratively with all stakeholders.
- Experience as a Director, Charitable Trustee or Committee Member in either a commercial, voluntary or

public sector context.

- Be a fully qualified chartered accountant (ACA, FCA) with significant experience in an accounting environment, including management accounting, budgetary control, financial planning and reporting.
- Strong communication skills with an ability to forge effective and lasting relationships with key stakeholders.
- Whilst knowledge, experience and a passion for sport is essential, a background in dressage or equestrian sport is desirable but not essential.
- Be eligible as a trustee of a registered charity.

British Dressage actively promotes diversity and welcomes applications from all parts of the community.

### **Time Commitment**

- There are usually six Board meetings a year plus an AGM.
- Other ad-hoc meetings as required.
- General guide to time commitment is two days per month

### **Term of Office**

- Board Directors may stand for two terms of four years each.

### **Remuneration**

- The role is voluntary. Out of pocket expenses are paid.