

# **WSA**

**Welsh Sports Association  
Cymdeithas Chwaraeon Cymru**

## **Welsh Sports Association**

**Independent Non-Executive Director (Finance)**

**Recruitment Pack**

# Introduction

The Welsh Sports Association (WSA) is the membership body for the sport and leisure industry in Wales, charged with the task of providing leadership, advocacy, and a gateway to business & governance services for the sector.

The WSA is seeking to appoint an independent Non-Executive Director with specialist expertise in Finance, for a four-year term. In addition to the general duties of the Board, the successful candidate will be required to take on a lead responsibility for the following:

- Financial Governance & Oversight
- Risk Management & Internal Controls
- Strategic Financial Input

## The Vision of the WSA

Our Vision is for “A Vibrant Active, Nation”, and our Mission is to empower our members to be stronger and more successful, contributing towards a society fit for the future. We will achieve this by:

- Leading Advocacy – An independent, collective voice
- Developing Resilience – Financial, organisational sustainability and professional support, training and development.



# Our Values

## Agile

As an independent public body, we're able to react to the challenges you face, often before they're even front of mind

## Collaborative

We create meaningful opportunities with new contacts, and strengthen existing relationships for the benefit of sport in Wales

## Trusted

Working to the highest of standards, we strive to maintain the confidence of members, and integrity of the Welsh Sport Association.



# WSA Board

The general duties of the Board typically include:

- Defining the WSA's Vision and Mission, strategic direction and priorities
- Ensuring that the WSA's objectives, direction and priorities are clearly articulated and that there is wide understanding and support for them
- Agreeing the strategy, plans, policies and the funding required to achieve the aims
- Gaining the WSA's membership views in determining direction and goals and maintaining communication with them
- Monitoring the progress of the WSA in implementing the strategy, plans and processes against financial plans and budgets
- Developing and monitoring a governance improvement plan to ensure the WSA complies with all legal and regulatory requirements and statements of best practice and conducts its business in a transparent manner at all times
- Guarding and serving the interests of WSA Members and other stakeholders, including responsibilities to funding partners, staff, partners and the wider sport and leisure community
- Taking reasonable steps for the prevention and detection of fraud and other irregularities
- Ensuring that the Board complies with statutory and contractual requirements and with the Board's own policies
- Establishing a framework for assessment and management risk
- Safeguarding the assets of the WSA and agreeing and monitoring a reserves policy
- Recruiting, appointing, monitoring and supporting the CEO
- Setting standards and evaluating the Board's own performance so that the Board can improve as a collective and as individual directors within it
- Ensuring that there is appropriate succession planning



# Person Specification

## Qualifications & Professional Background

### *Essential*

- Fully qualified accountant
- Considerable experience in senior financial roles, generally gained over many years
- Prior non-executive or committee-level board experience
- Strong understanding of:
  - Financial reporting and accounting standards
  - Audit processes
  - Business risk management and internal controls
  - Corporate governance frameworks
- Decision-making skills that allow informed decisions on a variety of matters
- The ability to discuss and debate with others and to constructively challenge ideas and decisions where necessary
- Strategic perception and leadership skills

### *Desirable*

- Experience in SME or not-for profit environments
- Experience within the sport and physical activity sector.
- Background in overseeing digital transformation and finance-procedure modernisation.



# Further Information

This is a voluntary position for an individual who is committed to contributing their time, expertise and passion to strengthen the sport and physical activity sector in Wales.

Board Members are expected to attend scheduled Board meetings and the annual Board Away Day, typically six commitments per year, and to participate in any agreed training and development opportunities.

The WSA is committed to maintaining a diverse, inclusive and representative Board. Each Non-Executive Director is therefore expected to bring a unique mix of skills, experience and perspectives that reflect the breadth of the communities we serve.

The WSA Board comprises 10 members: six independent directors appointed by the Board, and four directors elected by the membership, two of whom are specifically elected by the National Governing Bodies of sport. Each director serves a four-year term and may serve a maximum of two terms. The current postholder is approaching the end of their second and final term.



# Application Process

To apply for this post please complete the online application form, detailing what you think you can bring to the role and why it appeals to you. **Closing date for applications is Friday 27<sup>th</sup> March 2026.**

## *Appointment Timeline*

Friday 27<sup>th</sup> February: Vacancy advertised

Friday 27<sup>th</sup> March: Final day for applications

Tuesday 21<sup>st</sup> April: Shortlisted candidates invited to interview

Wednesday 13<sup>th</sup> / Thursday 14<sup>th</sup> May: Interviews in Cardiff

The successful candidate will play a meaningful role in the governance and strategic direction of the WSA, offering insight, challenge and support to help the organisation achieve its long-term goals and deliver positive impact across the sport and leisure sector.

If this exciting opportunity appeals to you, and you would like further information, you can contact WSA Chair, Lynn Pamment.

