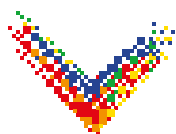


WE CARE.
WE COLLABORATE.
WE INNOVATE.
WE EXCEL.



ENGLISH
INSTITUTE
OF SPORT

NON-EXECUTIVE DIRECTORS OF THE EIS BOARD

RECRUITMENT PACK

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A WELCOME FROM THE EIS CHAIR

Thank you for your interest in joining the Board of the EIS, the organisation that provides support for many of Great Britain's most successful sports and athletes.

As we celebrate our 20th year this year, we are looking to appoint two new Non-Executive Directors to join us later this summer. This is an exciting time to join the organisation with less than two years to go to the next Summer Olympic and Paralympic Games in Paris in 2024. We are also looking ahead to games in Milan/Cortina 2026, Los Angeles 2028 and beyond. Our teams are also supporting sports across a number of national, regional and world championships.

The Board of Directors is responsible for the overall governance and strategic direction of the EIS and we are looking for people who can contribute their experience and expertise to deliver on our aims and objectives. You will play an important role, working with your fellow Non-Executive Directors in supporting and challenging the senior leadership team led by Matt Archibald, who joined us earlier this year as CEO. The executive team at the EIS is strong and

stable allowing Non-Executive Directors to be sure that they can bring their skill and experience to bear at the strategic level.

The Board brings together people with a wide variety of experience, skills and knowledge and in this recruitment pack you can find out more about the specific skills we are seeking through these two appointments.

We are particularly keen to improve the diversity of the board by attracting interest from women, people from an ethnically diverse background and people with a disability. At the moment we know that both the Board and the organisation are not reflective of the population of the country as a whole and we have made a commitment to improve that. We will therefore be considering the diversity of the candidates as part of the specific skills and experience you bring.

Irrespective of your background, you will have values that align with ours – Innovation, Collaboration, Excellence and Care - and be committed to our mission to deliver outstanding support that enables sport and athletes to excel. You will also have the time to commit to the role. We anticipate that the time commitment will be a minimum of 8 days per year with the potential for this to increase depending on wider

committee and other activities that may be taken on. Should you be interested in applying for one of our roles, we will explore mutually acceptable time commitments through the interview process.

In return you will have an opportunity to support the development of an organisation which is focussed on putting people at the heart of extraordinary performance. The EIS is an exciting learning organisation and one where we encourage and support people to grow. We hope that as well as learning from you and your functional expertise and background, we can help you to learn and develop your knowledge about our organisation, our business and from other Board colleagues.

This pack is designed to help you understand more about us and the requirements of the role. If you would like to have a chat, prior to applying, please contact me via Jo Arden at

Jo.Arden@eis2win.co.uk

We look forward to hearing from you.



John Dowson
Chair

The English Institute of Sport

ABOUT THE ROLES

The Role of Non-Executive Directors of the EIS Board is to:

- Ensure the EIS fulfils its current responsibilities as defined in the following documents:
 - Articles of Association
 - Management and Financial Memorandum
 - UK Sport Funding Agreement
- Deliver, and monitor progress against, the organisation's strategic objectives and KPIs.
- Monitor and manage strategic risk.
- Oversee the governance of the organisation, including ensuring appropriate organisational policies and procedures are in place.
- Ensure the organisation operates within budget and that sound financial management is in place.
- Influence strategic stakeholders and ensure the EIS is promoted effectively.
- Take part in wider committee and other activities where they have appropriate skills and time capacity.

ABOUT THE ROLES

GENERAL SKILLS

We are looking to appoint two Non-Executive Directors bringing different sets of skills, background and experience to the Board. Successful candidates will have the opportunity to influence the strategic direction of the EIS as it strives to be the world's leading sports institute.

Both Board members need to be able to demonstrate:

- An ability to strategically influence others to be able to contribute to the development of EIS future strategies.
- An appreciation of the environment of elite sport at, and in the build up to, major events.
- Experience of operating and/or contributing at board level within an organisation **or** an active interest in operating at board level.
- An understanding of the governance requirements of a public sector funded organisation is preferred **or** some appreciation of the governance requirements of a public funded organisation and a wish to learn more.
- How they will help bring diversity of skills, experience, and background to the Board.
- An empathy with the values of the EIS.

ABOUT THE ROLES

ROLE 1

One appointment will be for a new Board member who has **experience of being an athlete within high performance sport**. As the provider of sports science, medicine, technology, and engineering services to the UKS' Olympic and Paralympic athletes, the understanding of athlete needs and their voice around the Board is critical.

In this role we are specifically looking for:

- Experience of having competed as an athlete in High Performance Sport
- Some experience of having operated within a business or organisation alongside or post competition, showing an ability to be able to translate the athlete experience into a wider context.

ROLE 2

The second appointment will be for a Board member who has **a background in working in or alongside the field of sports science and medicine with a specific interest in technology, innovation and/or engineering** to help influence the development of these disciplines within the Institute. This Board member will also chair the Technical Steering Panel, which provides independent advice and oversight on technical projects and practice conducted by the EIS.

In this role we are specifically looking for:

- Knowledge of the work of high-performance sport. This does not mean having to have worked in high performance sport, it may come for example, from working in education associated with the field, or having competed as an athlete. Of critical need is to be able to make quick connections between the functional field and its application in sport.
- Expertise and skills in technology, innovation or engineering.

ABOUT THE ROLES

Board meetings are held 4-6 times per year and the successful candidate will be required to attend these. Meetings are held at a variety of venues across the country, including at EIS sites, which gives the Board an opportunity to meet and engage with some of our staff.

After two years of virtual meetings, we are aiming to return to in person meetings where-ever possible but will also aim to provide facilities for people to join virtually in exceptional circumstances. All our board meeting locations will be selected for their accessibility.

Where a Board member has additional duties (such as attending or chairing a sub-committee) there will be additional time commitments. It is estimated that the overall time commitment for a Board member without additional subcommittee activity will fall between 8 – 15 days per annum. This could extend to c 20 days a year with additional duties that may be taken on. Our intention is to ensure that we have the appropriate skills, experience and background at our Board and therefore , above the reasonable baseline, we will seek to be flexible to your needs in terms of time commitment.

An attendance fee is payable to all Board members as a rate of £218/ day, payable for attendance at all formal Board and sub-committee meetings.

The appointments would be for an initial term of four years, which subject to the approval of the Board and UK Sport, is renewable once. All board members are required to abide by the Directors Code which is found [here](#).

The Board is due to meet on Tuesday 29 September in Loughborough and it is hoped that the successful candidates will be able to attend that meeting as observers (and dinner the night before), prior to taking up their roles formally on 1 October 2022.

BACKGROUND TO THE EIS

The English Institute of Sport (EIS) is the world's leading provider of Sports Science, Medicine, Technology and Innovation to high performance sport, and is committed to the delivery of outstanding performance-impacting support that enables sports and athletes in the UK to excel.

The EIS is unlike any other organisation in high performance sport, with an unrivalled network of experts in Sports Science, Medicine, Technology and Innovation delivering people-first solutions to over 40 Olympic and Paralympic sports.

Established in 2002, the EIS is a wholly owned subsidiary of UK Sport which is itself an Arms Length Body of the Department for Digital, Culture, Media and Sport. It has been providing support to Olympic and Paralympic sport for 20 years and is now one of the largest organisations in high performance sport, numbering around 400 people.

The EIS sits in a pivotal role in the UK within high performance sport. On a day-to-day basis, EIS people provide outstanding support services to sports at training centres across the UK and often work embedded in sports.

The Board is currently made up of eight non-executive members, including the Chair who is appointed by UK Sport and two EIS Executive members. UK Sport appoint additionally two observers to the Board. Collectively the Board has a mix of technical and business skills and sports experience.

The Board is supported by a Remuneration and Nominations Committee, a UK Sport/EIS Group Audit Committee, a Mission group and a Technical Steering Panel. Each of these is either chaired or attended by a member of the EIS Board and some include external members to bring further expertise.

Board members will be asked to take up additional roles such as sitting on sub committees or linking in with the Senior Leadership Team on specific areas of our work. This is flexible, and it is critically dependent on the amount of time the board member has available.

BACKGROUND TO THE EIS (CONT)

The EIS's position in high performance sport is unique to the high performance system; it includes the following activities, deliverables and responsibilities:

A NETWORK OF KNOWLEDGE

The EIS brings together an unrivalled network of collective brilliance and world-class expertise, sharing knowledge and expertise across sports to deliver solutions faster than a single individual could.

SUPPLY OF SUPPORT

The EIS develops practitioners and networks so that they can operate effectively, right at the cutting edge of high performance sport.

PEOPLE & PERFORMANCE

The EIS puts people at the heart of extraordinary performance, developing and delivering people-first solutions within a world-class performance environment.

GUARDIANS OF GOVERNANCE

The EIS protects sports and athletes by setting and upholding industry-leading governance standards, providing quality assurance for sports and committing to outstanding data protection and ethical ways of working.

BACKGROUND TO THE EIS (CONT)

Since 2002, and over the last four Olympic and Paralympic cycles, the EIS has evolved quietly and effectively into an organisation consistently performing at a world-leading level, contributing to over 1,000 British Olympic and Paralympic medals.

At the Tokyo 2020 Games, more than 100 EIS people provided day-to-day support for Team GB and ParalympicsGB. Beijing 2022 was the tenth consecutive Games the EIS has supported, with around 15 practitioners supporting the Winter and Paralympic Games.

The EIS's mission 2025 is to 'Deliver outstanding support that enables sports and athletes to excel' with an underlying philosophy of 'putting people at the heart of extraordinary performance'. We are committed to our values: We Care, We Collaborate, We Innovate and We Excel.

Many organisations say this, but our business really is about people. People in the EIS working everyday with people in sports (athletes and support personnel). An important part of our future strategy is to broaden the diversity of people working in our organisation so that we can reach and connect with the very best of talent from all backgrounds. We have a consistently even split of male to female people working across the EIS, we need to do more to broaden our representation across all other aspects of diversity and background.

EIS HISTORY AND FUTURE

You can read more about our mission as an organisation in our mission 2025 handbook on our website [here](#)

2002

The EIS launched following a successful 18 month trial to help centralise science and medical services for Olympic & Paralympic sports

2006

The EIS becomes a subsidiary of UK Sport following the successful bid for London 2012

Services provided to sports by the EIS start to expand to include areas such as performance lifestyle and mental health

2016

The EIS contribute towards 93% of medals won by GB in Rio

Following Rio, EIS creates an Athlete Health team and assumes responsibility for a dedicated Innovation team

2010

Nigel Walker takes over leadership. He goes on to be awarded an OBE for his services to sport

2020

The EIS are working with nearly 40 sports that are representing GB at the Tokyo Olympics and Paralympics

2022

Matt Archibald takes over as CEO of the EIS

2022

The Beijing Olympic and Paralympic Winter Games

The future

Provide exceptional support through world leading experts, practitioners and partnerships, and grow recognition of the organisation

EIS SUCCESS STORIES

Supporting People

450 learning events to support development and improve service

Tokyo 2020

Our people have kept our sites biosecure and operational in the buildup to Tokyo 2020, minimising the impact on sports & athletes

Over **100** female athletes received sports bras as part of the SmartHER breast health project

Over **100** EIS people joined the Team GB and ParalympicsGB delegations

Sports Science

68% Market Share

+39 Practitioner Net Promoter Score (NPS)

Our on-the-ground practitioners receive leadership and support from technical leads who have on average over **12** years of experience

Sports Medicine & Physiotherapy

EIS Medical Services lead Good Governance Reviews with sports to ensure the highest of standards are met

960 hours of support provided by senior practitioners within the physio team

Over **500** Covid tests administered to athletes

Athlete Health

200 illness-susceptible athletes underwent respiratory health optimisation assessments which, along with several other illness campaigns, has reduced time loss per illness from **8 days** in 2017 to **less than 6 days** in 2020

Tokyo 2020

Over **15** individual heat tents installed as part of Covid-safe heat preparation

Performance Innovation

Dedicated team of **16** with a combined **137** years' experience

138 projects delivered

20% of projects have multisport/'system' impact & a further 20% are Paralympic-specific

HOW TO APPLY

To apply for either of these roles, please log onto our recruitment portal and follow the instructions at the following link.

APPLY NOW

Please provide a covering letter to support your CV. The covering letter should be no longer than 2 sides of A4 and should demonstrate how you will bring your experience, skills and knowledge to be successful in this role.

If you would like to submit your application in an alternative format, please let us know by emailing: eishumanresources@eis2win.co.uk

Closing date: Wednesday 20th July

Interviews will take place from 22nd August. Please advise us on your application of dates that you cannot make from that date until 5th September. If you would like to talk to the Chair John Dowson before you submit your application, please contact him via Jo.Arden@eis2win.co.uk

For further information on the EIS including details of the current Board members, the Board Terms of Reference, copies of previous Board minutes and statutory accounts and other governance information please visit our website at www.eis2win.co.uk

Our commitment to Equality, Diversity & Inclusion

As part of our commitment to equal opportunity, we collect and monitor the data of all job applicants to help us ensure that our policies and procedures are effective in promoting equal opportunities in recruitment.

The information you provide on this form is anonymised and will form a confidential statistical report which will be used to inform our equality, diversity & inclusion strategy and diversity, inclusion action plan.