
JOB DESCRIPTION

**Role: Diversity and Inclusion
Implementation Working Group member**

Nature and Scope:

To assist the chair (the “Chair”) of the Diversity and Inclusion Implementation Working Group (the “Working Group”) under the terms of reference approved by the RFU Council, and to ensure as far as possible that the recommendations relating to Diversity and Inclusion approved by the RFU Council in November 2019 (the “Recommendations”) are implemented by relevant bodies.

The Roles are appointed for a term ending 31 July 2022, or such other duration as agreed by the RFU Council.

The Terms of Reference for the Working group state that the Group shall consist of:

- one Vice Chair
- two members of the Council;
- three members from the game who are not members of Council with experience of the governance structures of the game (with a geographical spread);
- one member of the National Youth Council and
- one independent member from outside the game with experience of progressing a diversity and inclusion policy.

Responsibilities:

1. To use his or her experience to advise the Chair on the implementation of the Recommendations
2. Under the direction of the Chair to contribute to the work in devising implementation plans for the Recommendations
3. To support any communication that may be required on the Group’s activities within and/or outside the Game
4. To build (or develop) relationships with key stakeholders (whether members of the RFU Council, RFU Executive Staff members or other volunteers) who will assist with the implementation of the Recommendations.

Person Specification:

Qualifications and Experience

The successful candidate will have a blend of the following qualifications and experience, likely with some areas stronger than others:

- A thorough understanding of the structure, governance and workings of Constituent Bodies, Clubs and other bodies within rugby in England [*Council Members & those from the Game*]
- Experience and understanding of executive and volunteer governance [*All*]
- Knowledge of the objectives and strategies in the RFU's Strategic Plan [*All*]
- Passion for and knowledge of the game of rugby [*All*]
- Passion for and knowledge of grass roots sports development and how it operates [*Council Members & those from the Game*]
- The passion and understanding of how a diverse leadership and volunteer base can benefit the growth of rugby in England and the creation of a more inclusive sport [*All*]

Skills and Personal Attributes

- A strong and proven desire to improve diversity and inclusion within rugby.
- Strong influencing and persuasion skills, including the ability to persuade stakeholders to understand and accept a view which may not accord with their existing views and experience.
- The ability to present to a range of different stakeholders, including to the RFU Council.
- Committed, loyal and highly trustworthy and someone who demonstrates the values of the RFU.
- Confidence to offer opinion in a clear, constructive and respectful way and to question respectfully and listen to fellow volunteers and staff members.
- Integrity, good judgment and independence of mind.

We are seeking individuals who may be able to bring one or more of these additional skills and experience:

- Experience of implementing D&I policy, with and through others, in a challenging environment
- Analytical skills – experience of identifying and collating data, its analysis and reporting
- Project management skills
- Communication skills – the development and implementation of wide reaching comms plans across a variety of audiences

If you have a particular interest in joining the working group and also contribute as Vice Chair with the necessary leadership skills and experience, please do reference this, with the reasons why, in your application.

30 June 2020