



CANDIDATE BRIEFING DOCUMENT

**CHAIR**

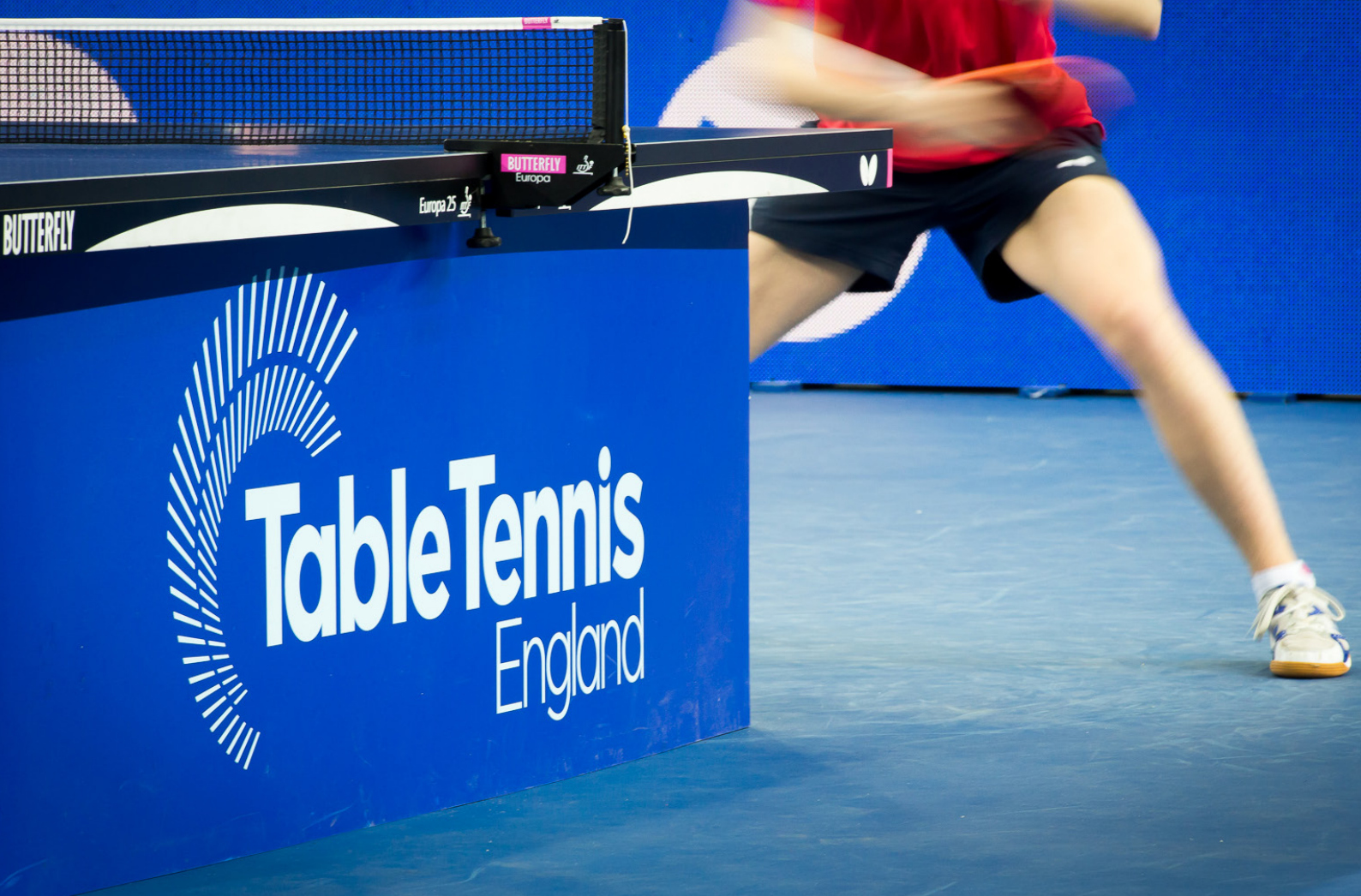
**Table Tennis England**

January 2025



[tabletennisengland.co.uk](http://tabletennisengland.co.uk)





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# WELCOME

## Thank you for your interest in joining the team at Table Tennis England.

Table tennis is going from strength to strength with more than 450,000 people playing regularly; this happens because of extraordinary people in our team and across the wider table tennis community.

Our strategy, [Table Tennis United](#), sets out an exciting journey of growth and transformation that underpins our purpose to 'host generations of players at our table', and towards our vision of 'a table tennis nation'.

We now seek a Chair, in a voluntary capacity, with the skills and abilities to lead the Board and support the Chief Executive

and wider Executive Team to achieve extraordinary things for table tennis in England.

Table tennis is all about people and if we are to achieve our ambitions we must ensure we are relevant to our membership, to the wider playing community and to those partners and stakeholders who can help us 'go faster'.

This is a sport doing something incredibly exciting – we look forward to your interest to come on that journey with us.



# ABOUT TABLE TENNIS ENGLAND

## WHO WE ARE:

We are the National Governing Body for table tennis in England with just under 25,000 members and a team of 40 staff; we are also appointed by Great Britain Table Tennis to lead the operational delivery of the GB Performance Programme which is solely focused on preparing athletes to represent Great Britain at the Olympic Games.

For more information, see: [ABOUT US](#) and subsections including our history here: [OUR HISTORY](#)

## OUR PURPOSE:

To host generations of players at our table.

## OUR VISION:

To be a table tennis nation.



# OUR STRATEGY

Table Tennis United is the blueprint for table tennis in England and sets out our bold ambitions through four Pledges:

1. Table tennis will be a thriving community - a sport for everyone with no barriers to taking part
  - a. Working in partnership
  - b. Growing the grass roots
  - c. Participation with a purpose
  - d. Competition for all
  
2. Culture change across the pathway that inspires world-class performances and medal success
  - a. World-class pathway
  - b. World-class behaviours
  - c. World-class environments
  
3. Connection across the table tennis community
  - a. Building our digital capability
  - b. Staging fantastic events
  - c. Developing our partners
  
4. A high performing organisation that is not just fit for today but is fit for the future
  - a. A powerful culture
  - b. Tackling inequalities
  - c. Investing in people
  - d. Influencing our partners
  - e. Inspiring change
  - f. Growing our owned income

# ROLE SPECIFICATION

## THE OPPORTUNITY:

The Board is seeking an individual with outstanding leadership skills and achievement, with the passion and commitment to devote to the Board and stakeholders at this exciting time for the sport, representing Table Tennis England at a variety of levels ranging from local clubs and leagues through to the funding bodies, government, Great Britain Table Tennis, the European Table Tennis Union, and the International Table Tennis Federation.

The successful candidate will Chair a Board of similarly committed non-executive Directors and work closely with the Chief Executive. The role of the Chair is to provide leadership and direction to the Board, enabling the Board to fulfil their responsibilities for the overall governance and strategic direction of the organisation. The Chair will also have a close relationship with the Company Members, including the National Council which plays a key role in communication between the board and the membership.

The ideal candidate is likely to have strong experience gained in a similar role within the sport sector, not for profit or wider corporate sectors. Experience of working in an organisation that has a membership would also be helpful. In addition, this person is likely to have experience as a Trustee or Non-Executive Director with a strong understanding of risk and governance together with a collaborative approach and desire to bring their skills and commitment to further develop table tennis across the country at grass roots and performance level and ensuring our sport remains inclusive to all.

This position has a 4 year period of office and that can be renewed for one further 4 year cycle.

## KEY RELATIONSHIPS:

These will include:

- Table Tennis England Board
- Chief Executive
- President
- Table Tennis England Company Members, including the National Council
- Great Britain Table Tennis Board
- Senior leaders at Sport England, UK Sport and Commonwealth Games England
- International Table Tennis Federation and WTT
- European Table Tennis Union

# ROLE SPECIFICATION

## EXPECTATIONS:

**The Chair will provide leadership to the organisation to enable Table Tennis England to fulfil all responsibilities for the overall governance, strategic direction and delivery of the sport.**

Key responsibilities will include:

- Chair the Board meetings in a manner that encourages participation and information sharing while moving the Board toward consensus and prudent decision making
- Ensure the most effective use of the skills and experience of Board Members, and shape the development of the Board and its overall effectiveness
- Ensure a positive and collaborative relationship with the Chief Executive, acting as a sounding board on emerging issues and a support or challenge when necessary
- Lead objective setting and performance review of the Chief Executive and the Board in line with the Code for Sports Governance
- Ensure investment into table tennis is aligned to the pledges and objectives of Table Tennis United
- Ensure effective relationships with the Members and other key stakeholders, including the Company Members, to deliver Table Tennis England's strategic priorities effectively and efficiently
- Drive and influence the highest standards of governance and decision making to enable Table Tennis England to be a high performing governing body
- To represent Table Tennis England domestically and internationally at relevant events in agreement with the Chief Executive and in coordination with other members of the Board or the President of the organisation who may also represent Table Tennis England at events



# PERSON SPECIFICATION

## ESSENTIAL CRITERIA:

**All candidates must have (and will need to demonstrate in their application) the following essential criteria:**

- A leader; someone with a proven ability to Chair and lead the Board, evidenced by relevant Chair, INED or Trustee experience
- Outstanding vision and judgement to provide clarity of direction and enable the Board to fulfil the overall governance of the organisation
- A proven track record of strategic leadership in sport, business, or public service, and an ability to embrace the diversity of thought and those involved in table tennis and the wider sporting community
- Demonstrate a commitment to outstanding governance and track record of leading high performance organisations
- A clear understanding of the structure of British sport
- Excellent communication and presentational skills, and an inclusive leadership style that commands respect through genuine collaboration and partnership
- Strong external stakeholder management skills, able to build relationships at all levels, domestically and internationally
- Excellent interpersonal skills and a manner that would engage the Board, staff, volunteer structure and membership
- A passion for, and commitment to, equality and diversity and improving the lives of anyone through sport and physical activity
- A commitment to evidence-based practice and the ability to take a critical view of innovations and provide informed challenge and drive value



# PERSON SPECIFICATION

## DESIRABLE CRITERIA:

- A genuine appreciation of and commitment to our Sport
- Understanding of how to engage with partners across the sport sector who can support the delivery of *Table Tennis United*
- Experience of systems / transformative change programmes would be helpful
- Demonstrable knowledge and understanding of table tennis and its governance both domestically with the membership of the sport, the structures of table tennis from grass roots through to performance, and internationally
- Understanding and experience of other bodies in the sports landscape including UK Sport, Sport England and the British Olympic Association
- Strong commercial acumen with proven experience of implementing additional revenue strategies across new and existing income streams.



# HOW TO APPLY

## YOUR APPLICATION:

**To formally apply for the role please supply the following:**

- An up-to-date CV setting out your career history, with responsibilities and achievements and preferred contact details
- A one-page supporting statement outlining your motivation and suitability for the role
- Details of two referees who can speak authoritatively about you together with a brief statement of the capacity and over what period of time they have known you. Referees will not be contacted without your prior consent
- Please send your application to [jcampbell@kinseysears.com](mailto:jcampbell@kinseysears.com) with the reference TT2025

Candidates whose application reflects the requirements of the role will be invited to attend a first stage interview with KinseySears.

Conscious that this role can sometimes require meetings at short notice, it would be good to understand your wider commitments and how this role fits among them. We would also like to understand, through your application, your motivation. This role will be important for developing our wonderful sport in the coming years – driving growth and change – and we're excited to find out what motivates you to go on that journey.

For an informal chat about the opportunity, please contact Jennifer Campbell: [jcampbell@kinseysears.com](mailto:jcampbell@kinseysears.com)

## CLOSING DATE:

**12pm, Friday 31 January 2025.**

Interviews are expected to be held at the end of the second week of February.

## REMUNERATION:

This is a voluntary position.

Reasonable expenses will be paid in accordance with Table Tennis England's expense policy.

## LOCATION:

Table Tennis England's head office is in Milton Keynes.

Board meetings will usually take place in Milton Keynes or virtually. Other meetings and events can take place anywhere in the country. Some foreign travel may also be necessary.

# HOW TO APPLY

## COMMITMENT:

You will chair Board meetings with the option to attend other committee meetings in an ex-officio capacity. You may also attend other meetings and events with key stakeholders and the table tennis community. For example the National Council meetings or the AGM would be relevant here.

The table tennis community, domestically and internationally, and the strategy embodied in *Table Tennis United* means that there would be eager desire to use whatever time a candidate can offer and, obviously, the more present a Chair can be in those conversations, the better.

However, we recognise that this is a voluntary position, and we are primarily recruiting the best person to be the Chair as opposed to the person who has the most time available. It is difficult to estimate precisely the time required, particularly because of the ebb and flow of the sporting and organisational calendars, but we believe it would be at least 2-3 days per month, with additional time being welcome, if you can offer it.

Table Tennis England Board meetings take place 4 times per year.

### **Table Tennis England is proud of our commitment to equal opportunities:**

In line with our Level the Table strategy, Table Tennis England is committed to becoming a more diverse and inclusive organisation to bring new and different perspectives to our work. So that we can more closely reflect UK society, we particularly encourage applications from individuals within groups which are currently underrepresented within our Board, namely candidates who identify with different gender attributes, from an ethnically diverse background and/or individuals with a disability or long-term health condition, and/or those at any stage of their career.

Table Tennis England is committed to the full inclusion of all qualified individuals. As part of this commitment, Table Tennis England will ensure that persons with disabilities are provided reasonable accommodations.



# Table Tennis England



[tabletennisengland.co.uk](http://tabletennisengland.co.uk)

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