

Paddle UK England Director

Application Pack



About Us

Our purpose is to:

“Inspire people to pursue a passion for paddling; for health, enjoyment, friendship, challenge and achievement”

Paddle UK is the National Governing Body for paddlesports and recreational paddling. We are an organisation of over 75,000 members, with 40% female members. 50,000 members are interested in the growing sport of stand-up paddleboarding.

Our remit is to develop the sport through coaching and qualifications, competitions, club and partner support, campaigns to increase participation, water safety guidance, and improving river and canal access and environments.

The organisation receives funding from UK Sport and Sport England, to support athletes with Olympic and Paralympic ambitions and our Talent programmes, alongside income generated from membership, coaching qualifications and commercial partnerships.

Previously named British Canoeing and the British Canoe Union, the organisation has been around since 1936 and was originally formed to send a team to the Berlin Olympic Games.

Great Britain is one of the most successful nations in a range of paddlesport disciplines, securing over 100 medals in 2024. This achievement includes remarkable performances by our Canoe Slalom and Paracanoe teams, who proudly represented Team GB and Paralympics GB at the Paris 2024 Games.

Further information about the organisation and its values can be found on the [Paddle UK](#) website.



Our People

People are at the heart of Paddle UK and are key to delivering our strategy.

As a membership organisation, we focus on meeting the diverse needs of our members. Being predominantly volunteer-led, we rely on the dedication of individuals across local, regional, and national levels. This includes volunteering in clubs, discipline committees, regional development teams, events, coaching, and officiating.

Paddling in the UK thrives thanks to the support of hundreds of independent clubs and delivery partners, who are essential to increasing accessibility and promoting the growth of the sport.

We employ approximately 100 staff. About half of our team work within the **World Class Performance Programme** and **England Talent Programme**, while the rest contribute to areas of work including **Recreation and Development, Membership Services, Operations, Strategic Affairs, and Digital Innovation**.

We are located at the National Water Sports Centre in Nottingham. We also operate a High-Performance Centre at the 2012 Olympic site in Lee Valley, home to our Slalom team.



The Board Structure

The Board of Paddle UK consists of 12 members; 6 members who are nominated by the National Associations of England (3 members), Scotland (1 member), Wales (1 member) and Northern Ireland (1 member), and 5 independent members (including the Chair) who are appointed by the Board.

All of these appointments are subject to AGM approval. The CEO is also a Board Director.

The Role of the Board

The Board of Paddle UK provides leadership to the organisation within a framework of effective and prudent controls, ensuring that risks are properly assessed and managed.

They are responsible for approving and monitoring the company's strategic plans, ensuring sufficient financial and human resources are in place to achieve its objectives, and evaluating management performance. Additionally, the board establishes the company's values and standards while ensuring its obligations to stakeholders and others are clearly understood and fulfilled.

Directors have statutory responsibilities, which include the following:

- Acting in accordance with the Articles and using their powers solely for the purposes for which they were granted;
- Promoting the success of the organisation to achieve its stated objectives;
- Exercising independent judgment in decision-making;
- Applying reasonable care, skill, and diligence in their duties;
- Refraining from accepting benefits that could lead to conflicts of interest;
- Declaring any conflicts of interest to the other directors.



The Role of a Director of the Company

A Director of the Company is expected to:

- Support the organisation's purpose, objectives, and values with commitment and dedication;
- Engage constructively with the opinions of other Board members and staff contributions during discussions and meetings;
- Act reasonably and responsibly in fulfilling the role, while understanding and accepting their legal duties;
- Maintain confidentiality on sensitive and confidential information;
- Identify and address conflicts of interest appropriately, in line with legal obligations;
- Understand the purpose of meetings, prepare thoroughly, and attend regularly to contribute effectively;
- Exercise independent judgment in decision-making;
- Analyse information, including financial data, and challenge constructively when required;
- Make collective decisions and take responsibility for explaining and supporting those decisions;
- Collaborate effectively as part of a team;
- Champion equality, diversity, and inclusion within the organisation.



Responsibilities

Each Board member is expected to apply their specific skills, knowledge, and experience to contribute effectively and assist the Board in making informed decisions.

This will involve:

- Ensuring, with the Chair and Chief Executive, that Paddle UK discharges its duties in a legal and effective manner;
- Scrutinising Board papers, attending Board meetings and participating in Board discussions to ensure the effective governance of Paddle UK;

- Bringing independent judgement to the decision making processes of the Board;
- Ensuring that the Paddle UK planning and budgeting processes are conducted in accordance with the Articles and Governance Policy of the Company;
- Ensuring that Paddle UK develops and implements necessary and appropriate policies.

The role requires attendance at five Board meetings annually, participation in Board committees as agreed, and occasional attendance at events to represent Paddle UK.



Skills and Experience

Experience and knowledge of paddling and paddlesport are essential. Additionally, the Board is seeking expertise in one of the following areas and encourages applications from members with relevant experience and knowledge of:

Finance

Members who hold a recognised accountancy qualification from either the ICAEW, CIMA, ACCA or CIPFA with significant, current or recent experience in finance, senior management and ideally previous Board experience.

HR and People

Members who have knowledge and expertise in Human Resources and are able to provide guidance on ensuring the organisation fosters a positive, inclusive culture.

Digital & IT

Members with expertise in digital transformation and IT, who can offer strategic oversight ensuring that the organisation's digital and IT strategies align with its overall objectives and contribute to long-term goals.



How to Apply

To be considered for this position, you must be a full voting member of Paddle UK, whose national association is also Paddle UK (England).

Please submit the following:

- Your CV, including details of relevant experience and qualifications;
- A supporting statement (up to 300 words) highlighting your passion for paddling, relevant experience, and suitability. Please include reasons why Paddle UK (England) members should consider voting for you. This statement will be shared with members and published on the voting page of the Paddle UK website.
- Optional: If you would like to submit a video (up to 2 minutes) showcasing your passion for paddling and paddlesport, as well as your suitability for the role, it will be featured on the voting page of the Paddle UK website.



The Selection Process

- Please submit your application on the Paddle UK website by 6pm on 15th January 2025.
- [Application Link](#)
- The Paddle UK Nominations Committee will assess applications against the identified desirable skills and candidates who meet one or more of the skills criteria will be submitted for a member ballot by Paddle UK (England) members.
- Candidates submitted for member ballot will be notified on 23rd January 2025.
- The member ballot will open on 27th January 2025 and will close on 14th February 2025.

Further Information

Should you require any further information on the organisation or wish to discuss the role please contact **Susan Hicks, Director of Operations** at **susan.hicks@paddleuk.org.uk** or by telephone on 07741498853.

Please note: Members of Paddle Scotland, Paddle Cymru and Paddle Northern Ireland are not eligible for election or able to vote in the member ballot.



Equal Opportunities and Inclusion Statement

Paddle UK is committed to equality, diversity, and inclusion. We are keen to address under-representation through the sport and welcome applications from everyone, including minority and underrepresented groups. All applicants will be assessed solely on merit.

If you would like to apply in an alternative format or require adjustments during the application or review process, please contact us at hr@paddleuk.org.uk.

