

International Hockey Federation

Position SPECIFICATION



Title of Position: FIH Executive Board Member

Type of Appointment: Voluntary, elected position

Core Function for an Executive Board

The Executive Board is primarily responsible for the mission and governance of the FIH, making sure that it is run ethically and legally. Board members are chosen because they are passionate about the work and have the expertise the organisation needs to achieve the mission and goals of an International Sport Federation.

Executive Board Member – Role and Responsibilities:

- Makes every effort to attend all board meetings and important related meetings. There are three EB meetings held each year, generally in March, June/July and November.
- Makes a serious commitment to participate actively in committee work.
- Volunteers for and willingly accepts assignments and completes them thoroughly and on time
- Stays informed about committee matters, prepares themselves well for meetings, and reviews and comments on minutes and reports, including keeping up to date on all email and workroom requests.
- Gets to know other committee members and builds a collegial working relationship that contributes to consensus.
- Is an active participant in the committee's annual evaluation and planning efforts.
- Remains up-to-date with international sports and IOC member(s) in your country.
- Remains connected with the Continental Federation and National Associations within their own Continental Federation.
- Attends and supports organisational events and activities of the FIH and supports board decisions.
- Adheres to all confidentiality and conflict of interest policies.

Board members are expected to have the following competencies and attributes:

- **Leadership** - Board members must be able to demonstrate leadership skills, both in directing the organisation and to stakeholders.
- **Strategic thinking** - Board members must be able to think strategically and consider the wider perspective of issues. They must be able to distinguish the governance and operation matters.
- **Hockey knowledge** - Broad knowledge of hockey at local, national, continental or international level is required.
- **Decision making** - Board members must be able to demonstrate the ability to make decisions based on the broadest needs of the organisation. Sound judgement, common sense and independent of thought, allowing for wide perspective on issues are required.
- **Honesty and Integrity** - Board members must be people of the highest integrity who are non-negotiable on their personal values.
- **Interpersonal and Communication skills** - Board members are expected to demonstrate strong relationship building skills and have the ability to communicate and interact at ease with a wide range of people with a variety of backgrounds. Must have the ability to communicate in English, both written and verbal.
- **Organisational awareness** - Board members are expected to be conversant with a range of organisation structures and systems and understand how FIH works in line with the CFs and NAs.

- **Financial understanding** - Board members are expected to be financially literate and understand implications for FIH.
- **Administrative and/or Governance skills**
- **Vision and Passion**
- **International Relations**

It is expected that the candidates will have, at the minimum, a working knowledge of English to allow them to fully participate in EB discussions.

A. Role of the Board

1. Article 7.1 (d) of the Statutes defines the role of the Board as follows:

“Subject to the exclusive powers and the ultimate authority of Congress, the Executive Board shall have full power and authority to manage the affairs of the FIH and exercise all its powers, including (without limitation) the power to implement the decisions of Congress, to issue, amend and rescind Regulations, to fix the strategy and policies of the FIH, to supervise the CEO and his staff in the administration of the affairs of the FIH and in the implementation of such strategy and policies, to oversee legal compliance and risk management, to appoint committees and/or working parties to advise Congress, the Executive Board, or the President and/or CEO.”

2. The **primary role** of the Board is to **set strategic direction and priorities; set policy and ensure all statutory requirements are observed, identify and manage risk as well as monitor and evaluate organisational achievements.**

B. Role of Individual Board Members

1. Board Members have both collective and individual responsibilities.
2. Board Members hold office in their own right and **NOT** as a representative of any other organisation.

NOTE: Continental Presidents are elected by their Continent and have a mandate to present the views of the Continent at the Board – however this does not remove the duties and obligations as expressed by the Principles (see B above) or by the fiduciary responsibilities outlined below.”³. Board Members are not eligible for election if they have reached the Age Limit of 70 at the date of the ordinary meeting of *Congress* at which they stand for election or if they will reach the Age Limit within six (6) months thereafter.

NOTE: A one-time extension term of office for a maximum of four years beyond the “Age Limit” as mentioned above to one *Executive Board* Member can be granted by the Congress upon recommendation of the *Executive Board* in consultation with the FIH Elections Oversight Panel.

4. Board Members are fiduciaries that share common legal and moral responsibilities. **Fiduciary responsibility** requires that:
 - the standard of care is that which an ‘ordinary’ person might expect to take on their behalf;
 - a Board Member isn’t required to exercise greater skill than may reasonably be expected from a person with their knowledge and experience;
 - a Board Member is not bound to give continuous attention to the affairs of an

organisation – recognising the intermittent nature of Board Meetings and the Board Member's duty to attend such meetings. At the same time it is commonly accepted that Board Members must take all positive steps to ensure they are properly informed about the organisation's business and that they can satisfy themselves it is being run properly;

- in the absence of grounds for suspicion, a Board Member is justified in trusting and expecting other Board Members and officers to perform their duties diligently and honestly.

The broad concept of fiduciary responsibilities requires a Board Member to:

- exercise a duty of care;
- act honestly;
- avoid using their position for personal advantage;
- comply with all relevant financial, legal and constitutional requirements such as employment law, and health and safety;
- be aware of the scope and general content of legislation and its relevance;
- act in the best interests of the organisation as a whole.

C. Liabilities

1. As Board Members exercising a stewardship responsibility on behalf of the CFs, NAs and athletes, the Board Members are responsible for:
 - the achievement of appropriate outcomes;
 - the financial security of the organisation; and
 - the expression of a moral and social responsibility.
2. Board Members have **equal and joint liability** for actions and decisions taken by the Board. Non-attendance at a meeting at which a decision is made does not excuse a Board Member from shared responsibility.

D. Indemnity

As per Article 8.4 in the Statutes all Board Members are indemnified out of the assets of FIH against any liability incurred as a result of the execution of their duties. However, it is only valid where the Board Members concerned have acted at all times in good faith.