



**Development Tennis Advisory Group Chairperson**

**Accountable to The LTA Chair**

**Location National Tennis Centre, 100 Priory Lane, Roehampton,**

 **London SW15 5JQ**

**Remuneration A unremunerated role, with reasonable expenses reimbursed.**

**About the Development Tennis Advisory Group**

The purpose of the Development Tennis Advisory Group (DTAG) is to act as an advisory forum for the Executive of the LTA on identified strategic activities, with a focus on tennis development. It also helps facilitate collaboration, feedback and support from the LTA Council and National, County and Island Association volunteers.

The DTAG is the vehicle for LTA Councillors to engage with the LTA Executive and LTA Board on identified strategic activities. The DTAG supports the execution of relevant areas of the strategy via DTAG workstreams approved by the LTA Board, with a specific focus on matters that may affect the LTA Council, LTA Member Organisations and wider volunteer network. The DTAG also plays a key role in supporting communication to LTA Member Organisations and DTAG members are lead advocates in supporting awareness of the national strategy and delivery at a local level, within their communities.

**About the role**

Our vision is ‘Tennis Opened Up’, and our mission is to transform communities through tennis, focusing on three areas – making tennis welcoming, enjoyable and inspiring to everyone.

The DTAG Chairperson will provide effective leadership and direction to DTAG members and ensure they are aware of their obligations, and that the DTAG complies with its responsibilities as set out in the DTAG Terms of Reference.

The successful applicant will have a strong understanding of the sporting landscape (ideally tennis), sport development and the volunteering sector. To ensure the DTAG is effective the DTAG Chairperson will need to be an excellent communicator, influencer and leader, and have the ability to communicate and engage a wide range of stakeholders.

The DTAG Chairperson will also be an LTA Board Member and so will need to have the ability to be flexible in their approach between being the chairperson of the DTAG and an active and effective participant at the LTA Board.

The role is non-executive and as such, the successful candidate will need to ensure that all DTAG members are aware of this and at times, provide guidance to ensure that members are acting to support the direction that the LTA Board has agreed.

**Key Accountabilities**

* Work with the LTA Managing Director – Tennis Development to develop and agree a set of DTAG workstreams and associated objectives each year to be proposed to the LTA Board for its approval;
* Lead the identification, recruitment and onboarding of volunteer workstream leads and members, matching skills, knowledge and experience with relevant workstream topics;
* Lead the DTAG in considering workstream objectives, and other matters referred to it by the LTA Board, and ensuring value and insight is delivered through informed challenge and debate of plans and proposals;
* Work effectively with the LTA Managing Director – Tennis Development and DTAG workstream leads to ensure relevant resources are provided for projects;
* Ensure the DTAG effectively engages with LTA Executives, Colleagues, and LTA Councillors in carrying out the work of each workstream;
* Ensure there is an effective two-way communication link between the DTAG, LTA Councillors, LTA Area Volunteer Forums, and National, County & Island Associations’ Management Committees, as well as actively identifying opportunities for consultation, involvement and networking;
* Provide reports (written and verbal) to the LTA Board, LTA Council and LTA Area Volunteer Forums on the activity of the DTAG and its workstreams; and
* Support in the development of DTAG workstream leads and members to increase and maximise their capability to effectively contribute to the DTAG.

**Person Specification**

*Previous Experience of:*

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| High levels of communication and influencing skills | Essential |
| Governance understanding, within a sporting context  | Essential |
| Monitoring, supporting, and assessing performance of strategies and programmes | Essential |
| Acting as a conduit between paid employees and volunteers | Essential |
| Holding a current or previous position/s that are within the sports industry | Essential |
| Being a volunteer in Sport or in another industry | Highly desirable |
| Providing leadership, coaching, and guidance to a Committee or Board to build engagement and commitment for input and action from volunteer committee and volunteer workstream members | Highly desirable |

*Knowledge, Training & Qualifications:*

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| Knowledge of the sporting landscape and volunteering | Essential |
| Experience within the Tennis landscape in order to be able to offer advice and guidance in this area is highly desirable | Highly desirable |
| Monitoring and assessing the performance of strategies and programmes | Essential |
| Understanding of a County, club network or similar national sports structure | Essential |
| Understanding of acquisition and retention models in sport, ideally, tennis | Highly desirable |

*Personal Attributes:*

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| *Inclusion* | * Creates an environment where people feel safe and welcomed
* Values people’s differences and believes they make us stronger
* Takes the time to learn more about inclusion and remove any current or potential barriers
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| *Teamwork* | * Builds effective relationships at all levels to influence and support others
* Works effectively within the team to inspire, engage, and motivate others
* Communications in a clear and compelling manner, adapting style to meet the needs of the audience
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| *Integrity* | * Excellent problem solving and decision making skills
* Ability to work independently to meet challenging deadlines
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| *Passion* | * Passionate about the Vision and Mission of the LTA
* Thinks creatively and with confidence
* Maintains a positive mindset in the face of difficult or pressured situations
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| *Excellence* | * A strategic mindset, with a demonstrable understanding of how to achieve medium and long-term goals, alongside capitalising on short-term opportunities
* Adaptable and highly organised, with the ability to multitask and prioritise
* Seeks opportunities to innovate and improve ways of working
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**Additional information**

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| *Remuneration* | * The role of the DTAG Chairperson is not accompanied by financial remuneration, although reasonable expenses may be claimed.
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| *Term of Office* | * The appointment will serve an initial three-year term and will be eligible for re- appointment for an additional term.
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| *Location* | * It is anticipated that DTAG meetings will take place at the National Tennis Centre, Roehampton with some virtual meetings as required.
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| *Time commitment* | * The DTAG may meet up to four times a year and in addition use conference calling or email reports whenever appropriate, plus a further commitment to LTA Board meetings and LTA Council meetings.
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