GB TAEKWONDO

GBTAEKWONDO.CO.UK
NATIONAL TAEKWONDO CENTRE
TEN ACRES SPORTS COMPLEX
TEN ACRES LANE
MANCHESTER, M40 2SP

Independent member of the Audit and Risk Committee

About us:

GB Taekwondo (GBT) is responsible for the development, preparation and performance of Britain's Elite Junior and Senior Taekwondo athletes at major international championship events including the Olympic and Paralympic Games. Since the sport's inclusion in the Olympic programme in 2000 and Paralympic programme in 2021, we have established ourselves as one of the world's leading taekwondo nations, winning 11 medals across seven consecutive Games.

GBT aims to recruit and retain talented individuals through fair and effective recruitment and selection procedures. We value diversity and are committed to eliminating unlawful and unfair discrimination. Appointment will always be on merit. Safeguarding and promoting the welfare of children in GBT is a priority and an integral part of the recruitment process. Subsequently any gaps in employment will be explored.

About the post:

Job Title:	Independent member of the Audit and Risk Committee
Location:	Manchester M40 (on-site car park for staff)
Salary:	Voluntary role with reasonable paid expenses as applicable
Closing date:	20th November 2026

GBT is looking for two independent members to join the Audit and Risk Committee (ARCOM). You will play a crucial part in overseeing the effective auditing, financial reporting, internal controls and risk management of GBT.

This role requires a Disclosure & Barring Service records check and written reference(s).

Role Purpose and Responsibilities:

As an independent member of ARCOM you will be responsible for:

- Overseeing all systems, controls and processes that may have an impact on GBT's Vision and Mission and ability to deliver its Strategy;
- Reviewing the annual financial report and accounts before submission to the Board;
- Ensuring that:

i) An effective audit function is in place;
ii) Adequate risk management processes are in place;
iii) An adequate internal control environment is established;
iv) GBTs functions within the legal and financial requirements of the Companies Act and of UK Sport and Sport England.

The above is not regarded as exclusive or exhaustive as there may be other duties and requirements which the incumbent may be required to perform from time to time.

Please refer to the Terms of Reference for full details of ARCOMs purpose, scope, responsibilities and boundaries.

ARCOM Membership:

- The committee shall comprise at least three members, one of whom shall be independent non-executive director and two are co-opted independent members.

1.1 At least one member shall have recent and relevant financial experience with appropriate recognised accounting qualifications.

1.2 At least one member shall have recent and relevant risk expertise and knowledge of effective risk management and internal control.

1.3 Members shall as a whole have appropriate knowledge, skills and expertise to fully understand risk appetite, strategy and have relevant risk expertise.

1.4 The committee as a whole shall have competence relevant to the sport and physical activity sector.

Person Specification:

To ensure success, the independent member should be confident, professional, and self-motivated with a keen interest in the audit and risk management requirements of a business.

Essential skills, abilities, experience, and knowledge:

- Commitment to GBT's Vision and Mission. Able to work in a way that demonstrates this commitment and to communicate this enthusiasm to others.

- Able to demonstrate an understanding of the legal duties, liabilities and responsibilities of boards and of the difference between governance functions and management functions. Previous board or committee experience is desirable.

- Experience of working in a commercial and/or sporting environment, ideally with knowledge of audit, risk management and corporate governance.

- Ability to work well as part of a diverse team.

- Strong environmental and strategic awareness and ability to identify emerging external factors that may impact on strategy implementation or plans.

- A good communicator with excellent leadership and interpersonal skills, objective and independent and able to challenge supportively.

- An understanding of the context in which GBT works (and a willingness to learn more).

- A commitment to Nolan's seven principles of public life, selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

- Able and willing to devote the necessary time to the role.

Terms of Appointment

- As an independent member of ARCOM you will normally be expected to attend three meetings a year, (which are usually held during the daytime at GBT's offices in Manchester)

- In addition to the above meetings, you will be expected to provide further advice and support from time to time

- Appointments shall be for a period of up to three years which may be extended for up to two additional three-year periods, provided members continue to be independent and provided the criteria for membership of the committee are still met.

How to apply:

To express your interest in this position, please submit your CV along with a one page covering letter, explaining why you would be a good fit for the role (with specific reference to the skills, abilities, experience and knowledge set out in the Job Description) to recruitment@gbtaekwondo.co.uk.

Along with the above, you are required to complete the Self Disclosure Form as part of our safer recruitment commitment.