

# ROLE DESCRIPTION AND PERSON SPECIFICATION

**JOB TITLE:** Independent Member of the Audit and Risk Committee (Voluntary Role)

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## ROLE PURPOSE:

To make an effective contribution to the Aquatics GB Audit and Risk Committee, which is a sub Committee of the Aquatics GB Board (the Board). Its purpose is to assist the Board in fulfilling their oversight responsibilities for the financial reporting process, the system of internal control, the audit and risk management processes, and the organisation's processes for monitoring compliance with both internal policies, rules and regulations and applicable laws.

## Core Responsibilities:

1. To attend up to four meetings per year, of the Audit and Risk Committee (ARC) and contribute appropriately to ensure that the objectives of the Committee are met.
2. To review the financial, risk and any other papers which may be submitted to the ARC, and to provide appropriate challenge.
3. To anticipate and provide advice on strategic and operational issues which face the organisation including as data protection, safeguarding, sustainability, and, diversity, equity and inclusion.
4. Review the integrity of the consolidated financial statements and those of the Company, including its annual reports and any other formal announcement relating to its financial performance, reviewing significant financial reporting issues and judgments contained therein.
5. Review and challenge where necessary, with respect to financial reports; the accounting policies and the clarity of disclosure in the Company's financial reports and the context in which statements are made.
6. Monitor the adequacy and effectiveness of the Company's approach to risk management, keeping under review the Company's overall risk assessment and management systems and processes and its risk register; and
7. Review the audit findings with the external auditors; and consider and make recommendations to the Board, in relation to the appointment, re-appointment and removal of the Company's external auditors.
8. Anticipate trends in governance and organisational issues to ensure Aquatics GB remains alert and ahead of its peers in managing risk and dealing with governance issues it faces.
9. Any other duties requested by the ARC, which are not stipulated in this role description and mutually agreed.

**Competencies:**

- Team player – collaborative and supportive
- A good listener
- Commercial and realistic
- Challenging yet enabling

**Knowledge and Experience:****Essential**

- A qualified accountant with experience of audit and/or financial reporting
- Broad operational background with hands on management experience
- Ability to deal with difficult or risk related situations

**Beneficial**

- Demonstrate experience in initiatives relating to:
  - Profit improvement planning
  - Organisation optimisation and cost management
  - Risk management framework
  - Data Management
  - IT Security
  - GeoPolitical influence
  - Safeguarding

The role is not remunerated, but reasonable travel expenses incurred in fulfilling the role will be paid.

