



# Outdoor Recreation Network

## Appointment of new Outdoor Recreation Network Chairperson

### 1 Introduction

#### 1.1 Outdoor Recreation Network

The Outdoor Recreation Network (ORN) is an unincorporated network of public agencies and non-governmental organisations across the United Kingdom (UK) and Republic of Ireland (RoI). ORN grew out of the Countryside Recreation Network (CRN) that was established in 1968. Benefiting from a long history of partnership, ORN member organisations are involved in outdoor recreation and related fields such as the natural environment, outdoor activities, tourism and health.

ORN has set out an ambitious Action Plan for 2019 – 2022 with the following vision and mission:

**Vision: 'Encourage more people to enjoy and engage with the outdoors'**

**Mission: 'Collaborate with members to share research, facilitate information exchange, and champion sustainable use and good practice.'**

The action plan focuses on the following priority themes:

- Research and Knowledge Sharing (including monitoring and evaluation)
- Environment Sustainability
- Health and Wellbeing
- Engaging Children and Young People in the Natural Environment
- Resource Management (including funding and income generation)

#### 1.2 Opportunities for ORN Chair

The role of ORN Chair will bring significant benefits to the successful candidate. These include:

- The platform to network, make professional connections and develop a database of contacts
- Opportunities to build profile and status, and influence discussions and decision-making
- Shape and spearhead the continued reinvigoration of ORN and make a broader impact
- Enable you to advocate about the benefits of outdoor recreation outside the sector

## 2 Roles and Responsibilities

### 2.1 Role of Chairperson

ORN is currently seeking a driven and enthusiastic Chairperson to take a strategic lead in the delivery of the Action Plan.

The role will involve:

- Acting as ORN's custodian ensuring the long-term sustainability of the organisation
- Leading the delivery of ORN Action Plan 2019-2022 (with support of the ORN Executive)
- Strategic planning i.e. preparation of strategic plans, operational plans, membership recruitment plans
- Overseeing budget control of ORN's finances
- Developing the agenda in advance of ORN Executive Committee meetings (with support from ORN Secretariat)
- Chairing meetings of the ORN Executive (typically 6 per year – 3 meetings coincide with seminars / conference with a further 3 via online meetings)
- Acting as an ambassador for ORN with an emphasis on growing membership
- Attend ORN Seminars (2 x 1-day per year) and annual Conference (1 x 2-day)

### 2.2 Role of Executive Committee

ORN has an Executive Committee comprising 7 members, currently serving 2-year terms (that can be renewed on a rolling basis).

Name	Position	Organisation
<b>Bridgette Hall (Co Vice-Chair)</b>	Head of Recreation	Forestry England
<b>Pippa Langford (Co Vice-Chair)</b>	Principal Specialist Recreation and Access	Natural England
<b>Lee Newton (Finance Officer)</b>	Head of Consumer Operations	Ordnance Survey Limited
<b>Kevin Lafferty</b>	Policy Advisor Access, Health & Recreation	Scottish Forestry
<b>Alison Kohler</b>	Director of Conservation and Communities	Dartmoor National Park Authority
<b>Joe Roberts</b>	Lead Specialist Advisor Recreation and Access	Natural Resources Wales
<b>Jonathan Woods</b>	Countryside Strategic Manager	Hampshire County Council

The Executive Committee will deliver the following:

- Acting as ORN's custodians ensuring the long-term sustainability of the organisation
- Delivery of ORN Action Plan 2019-2022 (with support of the ORN Secretariat) – each Executive Committee member will lead on a priority theme
- Strategic planning i.e. preparation of strategic plans, operational plans, membership recruitment plans
- Acting as an ambassador for ORN with an emphasis on growing membership
- Engaging with meetings of the ORN Executive (typically 6 per year – 3 meetings coincide with seminars / conference with a further 3 via conference call)
- Attend ORN Seminars (2 x 1-day per year) and annual Conference (1 x 2-day)
- Planning of seminars and workshops including hosting or part hosting at least one event during their tenure
- Approving expenditure
- Recruiting and managing performance of ORN Executive

### 2.3 Role of Secretariat

The Chairperson and Executive Committee will be facilitated by the ORN Secretariat. This role is currently delivered by Outdoor Recreation Northern Ireland (subject to an annual Service Level Agreement) who deliver c.2 days per week.

An overview of the secretariat role includes:

- Event Management – organising 2 x 1-day seminars and 1 x 2-day conference per year
- Network Development – growing membership
- Executive Committee Meetings – organising and minuting 6 meetings per year
- Membership Communication – website, social media, e-newsletters etc
- Accounts / Admin – invoicing and reporting on financial performance

## 3 Appointment of ORN Chair

### 3.1 Terms of the Appointment of the ORN Chair

1. The position of ORN Chair is voluntary and independent i.e. it is a non-paid position initially but a payment of 20% of new revenue generated from membership recruitment will be paid as a performance incentive
2. Chair can come from anywhere, including from ORN members, i.e. Chair may be a member of staff or a Board member of an ORN member organisation – ORN are open to suggestions from members who may have staff who seek further professional development
3. The position of Chair will be held for a period of 2 years following appointment (consideration may be given for a lesser term for the right person)
4. The budget for travel and subsistence of the Chair will be agreed for the period of the 2 years at this time
5. The position can normally be held for a maximum of 3 consecutive terms, following successful re-election at the end of each term
6. The Chair role requires approximately 15-20 days per annum.

### 3.2 The Process

1. Applications for the post of Chair can be made by anyone (member or non-member) by submitting a covering letter (outlining why you want the role, your vision for ORN and how you will work with members and others to achieve it), a CV and two references
2. The 'Appointment of ORN Chair Sub-Group' may invite nominees to attend an interview at a time and place to be agreed
3. The Executive Committee will make the final decision.

### 3.3 Timetable

Action	Date
Applications for position of Chair to be sent to the ORN Secretariat	Deadline: 16:00 on <b>Monday 19<sup>th</sup> October 2020</b>
Appointment of ORN Chair Sub-Group to receive list of applications (including supporting information) and shortlist candidates for interview	Wednesday 21 <sup>st</sup> October 2020
Interview by 'Appointment of ORN Chair Sub-Group' (if required)	Week commencing Monday 26th October 2020
Appointment of Chair	Friday 30 <sup>th</sup> October 2020

### 3.4 Essential Criteria

Candidates must be able to successfully demonstrate their ability to meet the following essential criteria:

#### **Experience:**

- A minimum of 5 years of strategic management, or experience of communicating and influencing at a high level
- A professional understanding of outdoor recreation and provision
- Prior experience of:
  - Successful strategic planning and implementation
  - Organisational change / transformation
  - Performing the role of chair for committees or working groups

#### **Behaviour and competences:**

- Aptitude to think strategically, analytically, problem solve and make decisions
- Demonstrable ability to act as an ambassador and recruit new members
- Strong verbal communicator to confidently:
  - advise, communicate and influence at all levels in a sensitive manner
  - deliver addresses at key ORN events and open and close conferences
  - act as an ambassador for ORN
- Highly self-motivated with the ability to act on personal initiative
- Valuable team player with a desire to share learning and ideas
- Detailed knowledge of key issues and trends in outdoor recreation across the United Kingdom and Ireland

## 4 Application submission and Contact

Please submit your application for the position of ORN Chair, including:

- Covering letter (outlining why you want the role, your vision for ORN and how you will work with members and others to achieve it)
- CV that illustrates how you meet the essential criteria
- Two references (can come from ORN member and non-member organisations)

By 16:00 on **Monday 19<sup>th</sup> October 2020** to the ORN Secretariat via email:

Elizabeth Rogers

ORN Secretariat

Email: [elizabeth@outdoorrecreation.org.uk](mailto:elizabeth@outdoorrecreation.org.uk)

Direct Line: +44 (0)28 9030 6947 or +44 (0)7856578491.

If you have any queries relating to this appointment process, please contact the ORN Secretariat.

Please note clarifications should be sought by 16:00 on Monday 19<sup>th</sup> October.