



Trustee Wrexham Tennis Centre - Communication & Marketing

Responsible to: Chair of Wrexham Tennis Centre

ABOUT THE ROLE

Wrexham Tennis Centre has launched a brand new and ambitious [five-year strategy](#) and is looking to recruit an enthusiastic representative with communication and marketing experience to join the Board as a Trustee. This new role will allow the right person to lead on the communication and marketing efforts and play an integral part of the tennis centre's journey.

Wrexham Tennis Centre is a charitable organisation, providing thousands of people with access to indoor and outdoor tennis and sporting facilities in north Wales. The vision is: ***Our flagship centre for tennis in Wales and Great Britain*** and it's aiming to improve health, wellbeing and potential for everyone, by offering a world-class environment with tennis at its heart. The 2021 – 2026 strategy has been published, and the team is already collaborating with Wrexham County Borough Council, Tennis Wales, LTA, partners and sponsors.

This is a non-salaried position. Travel and other reasonable out-of-pocket expenses will be reimbursed for attendance at official meetings and events on behalf of Wrexham Tennis Centre. The Board meets six times a year. The term of office is initially for three years.

MAIN PURPOSE

The Trustee will lead on the tennis centre's Communication and Marketing efforts to ensure the centre has a vibrant and engaging communications plan. You will play an active role in Board meetings enabling the Board to reach decisions and make sure that the charity's obligations are fulfilled. Trustees take an active role in the policymaking and strategic development for Wrexham Tennis Centre at Board level, liaising with key stakeholders and supporting the Wrexham Tennis Centre's Chair on a regular basis.

RESPONSIBILITIES

1. To make an informed contribution to the strategy and objectives of Wrexham Tennis Centre, offering a view to the organisation in an objective and constructive manner.
2. To use experience in Communication and Marketing to lead on this area and support the ambitions of the strategy.
3. To take shared responsibility for the performance of the organisation, to ensure Wrexham Tennis Centre achieves its objectives and aims, operating as a high performing organisation.
4. To represent Wrexham Tennis Centre externally with excellence, promoting the work of the organisation, creating links and introductions to new partners that deliver our strategy.
5. To provide advice in relation to the finance and risk management of Wrexham Tennis Centre, offering information, best practice examples in an impartial way for the Board.



6. To guide and support the Wrexham Tennis Centre Chair and Management Team as requested on priority projects related to the strategy.
7. To provide insight, ideas and specialist advice to Wrexham Tennis Centre that benefits the organisation and delivers the strategy.

QUALIFICATIONS AND EXPERIENCE REQUIRED

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| Experience working at a senior level within an organisation, working at Board level or similar to make strategic decisions. | Essential |
| Professional qualifications or experience that will benefit the Board, including knowledge of Marketing, Communication and Media. | Essential |
| Excellent communication skills, working with other Trustees, stakeholder, funding partners and colleagues in the organisation. | Essential |
| An understanding of the legal duties, responsibilities and liabilities of being a company trustee. | Essential |

Wrexham Tennis Centre is an equal opportunities organisation and welcomes applications from all interested individuals. Please email a copy of your CV and a covering letter to tenniswales@tenniswales.org.uk explaining how you meet the criteria for selection and why you wish to join Wrexham Tennis Centre.

The deadline for applications is 4pm on Friday 23rd June 2023.

Interview dates for shortlisted candidates will be agreed on an individual basis.

Please note that the successful applicant will be required to complete a Criminal Record Disclosure Form.