

KNOWLEDGE  
STRATEGY  
PLANNING

# Shape the **future** of BSAC

Chair of the Audit and Risk Committee



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# Help us shape the future



This is a challenging time for our organisation. While membership of BSAC has been slowly declining for many years, the impact of Covid-19 has caused a significant drop in new members, and this has forced us to change our operating model and overall strategy significantly in response to this.

The current Audit Committee was established in its current form in the early 2000s. It has performed its duties admirably however in the spirit of continuous improvement we are looking to refresh and review its Terms of Reference and ways of working.

After many years of excellent service, the current Chair of the Audit Committee has stepped down from that role. This also provides a natural opportunity for reflection and improvement.

Council has decided that the scope of the Audit Committee should be expanded into an Audit and Risk Committee (ARAC). We are therefore looking for a new Chair of the ARAC who can build on the good foundations already in place

**Janos Suto, BSAC Hon. Treasurer**



# About us

BSAC is the national governing body for scuba diving and snorkelling in the UK. As well as at home, we have a network of clubs and centres overseas with the same core values of excellence in training, safety and growing the sport.

We are in the consultation phase of a new three-year strategy which can be found at [bsac.com/strategy](https://bsac.com/strategy).



# Who we're looking for

## Relevant skills and experience

You will be a CCAB qualified accountant or equivalent. Previous experience of serving on, or working with, an Audit Committee would be desirable but is not essential. You do not need to be a diver or member of BSAC.

## Your responsibilities

As chair, you will provide overall strategic leadership to the Audit Committee. Working jointly with the Hon Treasurer, you will lead a review of the Audit Committee's Terms Of Reference which will include:

- Reviewing existing processes, such as the role of the Audit Committee in the Accounts production process.
- How we should expand the scope of the Audit Committee into an Audit and Risk Committee
- How and whether the Audit Committee should advise on strategic and delivery risks, particularly around implementation of the new strategy.

## Diversity and Inclusivity

We particularly welcome applications from under-represented groups.



# Your commitment

## **Attending Audit Committee meetings**

The Audit Committee currently meets once per year, but this will be reviewed, and is likely to increase to three or four times per year. Meetings are virtual. You will also be expected to provide an update to Council ahead of formal approval of the Annual Report and Accounts.

**Length of appointment** The Chair of the Audit Committee is ratified annually, but the expectation is that your appointment will last for a three years.

## **Leading and supporting specific projects**

You will also have the opportunity to provide direction and support on specific projects, in particular the review of the Audit Committee

## **Remuneration and expenses**

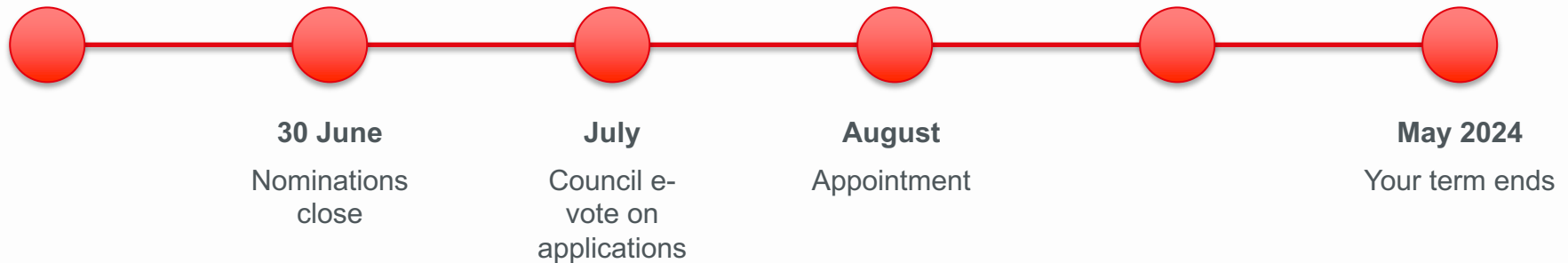
While the role is voluntary and unpaid, we do pay expenses and provide a full induction to the organisation's work.



# Timeline and application process

If this appeals to you (and we hope it does!), you are **strongly encouraged** to have an informal conversation with Janos Suto, Hon. Treasurer to discuss the role further.

Please contact Mary Tetley at [MaryT@BSAC.com](mailto:MaryT@BSAC.com) who will be able to provide contact details.



To apply, you will need to submit a CV and short (250 words) statement of suitability by 30 June.

**Thank you** for considering helping us at this exciting time, and **good luck** with your application.