Skills Audit to Assess Committee/Board Representation – What is Needed?

When recruiting for Committee/Board Members it is worth considering

* what skills you want
* what skills you already have
* Is their diversity e.g. gender balance

The following is a simple template to assist Committees / Boards to define their wants and needs.

|  |  |  |  |
| --- | --- | --- | --- |
| What We Want | What We Have | What We Need Now | Suitable Candidate? Think of Balance / Diversity |
| **General**  Knowledge of the sport in general  Knowledge of our club system  Knowledge about the volunteer sector  Experience in sport? | * X * X * X * X |  |  |
| **Governance**  Knowledge and skills in stakeholder relations  Knowledge and skills in governance  Committee/Board experience  Experience in Chairing Meetings  Competence in reading financial reports | * X * X * X * X * X |  |  |
| **Specialist Skills**  Legal qualification  Financial Management  Media Skills  Human Relationships  Marketing PR  Risk Management  Strategic Planning | * X * X * X * X * X |  |  |