



British Parachute Association

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www.bpa.org.uk

Role profile: BPA Council Member

Role title: BPA Council Member	Position holder/s: Elected Members (15)	Stakeholders: BPA Electorate; Affiliated Centres; FAI / IPC; CAA; 'Europe'; Government Policy; Insurers; BPA Advisers & Staff, etc
Purpose: BPA Council Members are Directors of British Parachute Association Ltd (company limited by guarantee number 875429) and are responsible for the policies and governance of the Association.		
Key responsibilities Attendance at 7 BPA council meetings annually and any additional meetings as required Involvement in at least 1 Committee and attendance at relevant meetings Prompt follow up of all actions between meetings Progression of agreed action plans throughout the year Involvement in various working parties as required Objective representation of BPA members interests within the Council To act within the best interests of the BPA at all times Effective communication with other Council members, BPA staff and BPA members as appropriate before, during and after Council meetings Act professionally at all times	Competencies and behaviours required Good communication skills and commitment to teamwork Effective at problem solving, listening to and considering different opinions and the views of different stakeholders, and managing conflict Good time management and able to manage competing priorities Well-developed skills of influencing and persuasion Action oriented and committed to continuous improvement High level of focus on the membership Committed to furthering the BPA and skydiving in the UK Acceptance of collective responsibility for decisions following constructive discussion and democratic decision making process Honest and trustworthy, acting always in good faith and declaring and avoiding conflicts of interest.	

Dimensions:

- The BPA has over 5000 full members, and more than 45,000 student and temporary members.
- BPA holds an Exposition and Schedule of Approval by the Civil Aviation Authority (CAA).
- BPA publishes the BPA Operations Manual.
- BPA sets and maintains standards of safety and training for sport parachuting at BPA Affiliated Centres and in BPA Registered Display Teams.
- There are currently 28 BPA Affiliated Sport Parachuting Centres and 29 of BPA Registered Display Teams.
- BPA is constituted as a not-for-profit company limited by guarantee founded in 1961 and incorporated in 1966.
- BPA is a member of the Royal Aero Club of the United Kingdom, and nominates the UK Delegation to the International Parachuting Commission of the Fédération Aéronautique Internationale (FAI), the World Air Sports Federation.
- BPA is recognised as the UK national governing body for sport parachuting by UK Sport and the home country sports councils.
- BPA organises skydiving competitions in the UK including the British Open Nationals, UK Skydiving League and Skydiving Grand Prix, and co-ordinates the UK Delegation ('Team GB') to international skydiving competitions.
- BPA publishes various sport parachuting technical and training manuals and booklets.
- BPA publishes its members' magazine 'Skydive the Mag' six times a year; and 'Skydive Starter Mag' annually.
- BPA employs 8 full-time equivalent staff including two technical experts on sport parachuting.

Additional information:

- Becoming a BPA Council Member is so much more than just attending a few meetings each year. Council members are Directors of BPA Ltd and take on all of the obligations of a Company Director as set out in company law and the BPA Articles of Association.
- New Council members are not expected to have all of the required knowledge and competencies from the outset and it can be seen as a journey. Although election to Council is, and will continue to be, on an annual basis, experience shows the formative process of a new Council member typically to take 2-3 years, perhaps less if the individual has had previous experience of committee service elsewhere.
- Year 1 will typically be a formative year. An opportunity for new Council members to get to grips with how the organisation, and Council, works.
- Year 2, the second turn of the annual cycle, provides a real opportunity for Council members who joined in year 1 to really start to make a difference.
- Year 3 and beyond is when Council members are in the best position to make a real, informed contribution to long-term development of the organisation.
- It is not all about what Council members can bring to the BPA but also what the BPA can offer to them. Council members will develop a wide range of transferable skills during their tenure on Council, including:
 - understand the obligations of a BPA Council member / company director;
 - understand the BPA Council's leadership role and responsibilities;
 - recognise the importance of self-development and accountability (to the BPA's range of stakeholders);
 - understand the regulatory context of the BPA in the UK, Europe and worldwide;
 - understand the organisational structure of skydiving nationally and internationally;
 - develop relevant skills and ways of working collectively;
 - contribute to the strategic planning process.
- Each individual Council member does not have to have all of the skills, knowledge and expertise to govern the BPA effectively. The Council is made up of 15 elected members plus co-opted members, with officials and advisers in attendance in order to discharge its responsibilities appropriately. Council Members must therefore be able to work effectively as part of this team – which should amount to more than the sum of all of its parts
- The BPA Council must try to balance the needs of a wide variety of disparate stakeholders (outlined above). The size and make-up of the Council is designed to try to ensure that all issues are considered with these stakeholders in mind and that in reaching its decisions, Council has fully and fairly considered all aspects of the issue.