



Position: Associate Board Member of the UK ICF Board
– Partnerships Directorate

Accountable to: Board of Directors and
UK ICF Co-Presidents, reporting to the
Co-Directors of Partnerships

Board Purpose and Scope

UK ICF is a Charter Chapter of the International Coaching Federation. It is both a professional membership association and a company limited by guarantee. The Board leads UK ICF in achieving the International Coaching Federation's vision and mission in the UK.

The ICF Vision: Coaching is an integral part of a thriving society, and every ICF Member represents the highest quality of professional coaching.

The ICF Mission: ICF exists to lead the global advancement of the coaching profession.

Core Values of the ICF: At ICF, we place diversity, inclusion, belonging and justice at the forefront of everything we do. In addition, we hold the following 4 values:

Equity	Professionalism
Collaboration	Humanity

UK ICF has a responsibility to the members of this chapter to:

- Raise awareness of professional coaching and the ICF
- Provide opportunities for learning and development
- Support members to achieve ICF credentials
- Offer opportunities for networking and connecting
- Provide accurate and timely information
- Manage the business of the Chapter in a professional manner in line with ICF values

The Partnerships Directorate builds strategic relationships with external organisations, business leaders and associations to develop meaningful collaborations, raise awareness of the chapter and the coaching profession and create pathways for members to contribute and apply coaching across wider sectors. This supports the UK ICF's vision to expand coaching opportunities and foster coaching cultures in for-profit and non-profit organisations.

Associate Board Member Role

This is a volunteer post, focused on supporting the work of the UK ICF Board Directors. Each Associate Board Member serves a minimum two-year term. An Associate Board Member may apply for a further two terms, up to a maximum of six consecutive years.

General Responsibilities of Associate Board Members

1. Uphold the Vision, Mission and Values of the International Coaching Federation
2. Contribute advice and support decision-making in relation to the UK ICF strategic priorities
3. Actively engage in operational delivery of projects relating to the remit of the role and UK ICF priorities
4. Drive forward and deliver on specific areas of responsibility
5. Manage and deliver projects effectively with the support and collaboration of chapter volunteers

Functional Responsibilities of the Associate Board Member for Partnerships Directorate (focus: social impact partnerships)

- Attending Partnerships team meetings and planning days
- Collaborating on ideas for the development or evolution of member offerings
- Helping to deliver social impact membership projects [low bono/pro bono coaching offerings] which may include: liaising with social impact partners, serving as interface between partners and members who offer low/pro bono coaching hours, managing relationships with technical delivery partners, attending any project-relevant meetings, liaising via email with relevant collaborators or member points of contact and managing internal/external marketing schedules to create visibility for projects/offerings.

The Board meets monthly, either in person or virtually. Associate Board Members (ABMs) are not Directors of the company but may attend Board Meetings by invitation when relevant to their area of focus.

ABMs also work within an overall 'Directorate' and attend virtual meetings relevant to their area. This ensures ABMs are supported and part of a wider network in their area, while retaining the autonomy to deliver the UK ICF objectives. The estimated time commitment from ABMs is **4-6 hours a week**.

Required Experience and Skills

In general, you will:

- Hold membership of both the ICF and the UK Chapter
- Be committed to the ICF vision and the UK ICF strategy
- Be a team player and focus on the delivery of specific outcomes in line with a strategic plan
- Have (similar) experience as a Board Director, Trustee or Organisational Leader
- Have project management skills to lead and deliver initiatives working alongside volunteer team members

Benefits of being an ABM

- The opportunity to influence ICF strategy both within the UK and beyond
- Playing an active role within the UK ICF community as part of a motivated team, shaping and growing professional coaching in the UK

- Professional growth and enhanced profile within the ICF coaching community
- Opportunity to attend Board Meetings and develop non-executive skills
- Free access to ICF UK Chapter events
- Satisfaction from contributing to the growth and evolution of the UK coaching profession
- Stimulation and development from working in a team of highly motivated volunteer leaders
- Opportunity to increase networks and profile within the coaching profession
- Learning about the profession, the ICF and personal growth
- Opportunity to attend coaching-related events
- Ability to develop existing skills (and build new ones) in a supportive environment

Volunteer Opportunities

If you are keen to support the Directorate's mission but are unable to commit to a full board position, then please consider registering your interest in our ad hoc volunteering opportunities by submitting the ***Raise Your Hand as a Volunteer*** form.

The ICF encourages people from diverse backgrounds, institutions, and experiences to apply. The ICF does not and shall not discriminate on the basis of race, colour, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, subcontractors, vendors, and clients.