RFU

APPENDIX 1:
RFU COUNCIL REPRESENTATIVE
ROLE DESCRIPTION

Background

This document sets out the roles and responsibilities of a Council member who represents clubs, schools, colleges, universities, referee societies or other rugby bodies on the RFU Council. It is not exhaustive, and should be read together with the RFU Rules, RFU Regulations and other documents which relate to the RFU Council.

The Rugby Football Union is the national governing body for Rugby Union in England. Authority within the RFU is split between the Council, the Board of Directors and the Executive Staff. The Council has a number of responsibilities, principally monitoring and oversight of the Board on behalf of the members, and acting as a conduit for information to and from the game as a whole.

Council members are also full voting members of the RFU (alongside clubs, Constituent Bodies, National Representative Bodies and Referee Societies) and are entitled to vote at the RFU's Annual General Meeting and Special General Meetings.

Balancing representation the RFU and Clubs/Constituent Body (CB)

It is important to acknowledge that members of the Council have a responsibility to represent the clubs and CBs that elected them, and would be expected to represent those issues and views as appropriate within the RFU. This is a vital role.

However, members of the Council have a primary duty to act in what they consider to be in the best interests of the RFU and the game *as a whole*. This means that when they act as a member of the Council, such as voting in Council meetings, they must only consider the interests of the RFU and the game as a whole and not those of the clubs and/or CB they represent.

Key responsibilities

The key responsibilities of a Council member are set out below.

Decision-making and Governance

1. Act as a member of the Council to:
    a. hold the Board to account on behalf of the members of the RFU.
    b. determine policies and regulations relating to the Game under the Rules;
    c. make appointments as set out in the Rules; and
    d. fulfil any other responsibilities set out in the Rules.
2. Attend and contribute to Council Meetings across all areas of the game.
3. Serve on the Committees/sub-Committees/Task Groups/Panels of the RFU as agreed. It is not a requirement for a Council member to serve on any group, but Council members are encouraged to use their experience within and outside rugby where time allows.

Representation of CB and clubs

4. Represent and communicate the interests of both their CB and its clubs to the RFU both at Council meetings and more generally.
5. Act as an ambassador for their CB and clubs.
6. Provide a focal point for their CB and its clubs on guidance and specialist contacts at Twickenham.

Communication to clubs and CB

7. Provide regular reports and give guidance to their CB and clubs on all relevant RFU business.
8. Consult with their CB and clubs on relevant matters for discussion within the RFU.

Ambassadorial duties

9. Act as an ambassador and advocate for RFU policies and regulations.
10. Attend and act as a host on behalf of the Rugby Football Union at "value the volunteer" events including men's and women's senior internationals, and other representative matches.
11. Host CB guests at international matches held at Twickenham and elsewhere.
12. Attend, speak or present at CB and club functions.
13. Uphold and advocate the Core Values of Teamwork, Respect, Enjoyment, Discipline and Sportsmanship, and to comply with the Council Members' Code of Conduct.

What skills are expected

So that a Council representative can fulfil their role, they would be expected to have the following skills and experience:

1. To have an understanding of the rugby environment in England, and a love of the sport.
2. To be a good communicator, both able to translate policies and decisions from the Council to their CB and member clubs, and to communicate club and CB issues to the centre.
3. To have sufficient gravitas to represent the RFU in club, CB or external events.
4. To be able to grasp complex issues and be able to make decisions in an informed and clear manner.

Time commitment

There are currently five Council meetings per season, and Council members are also expected to attend England home representative matches, and away matches on rotation. With attendance at committee meetings, and meetings and functions at clubs and CBs will require additional time. Depending on the extent of a Council member's involvement in these, they would be expected to commit to a minimum of 25 days per annum, including weekends in addition to any club or CB duties.

Note: references to "Clubs" also include references to schools, colleges, universities and referee societies who also elect representatives to the Council.