Waterski and Wakeboard Scotland – Board Roles and Responsibilities (2026)

General Principles

Waterski and Wakeboard Scotland (WWS) is the national governing body for waterskiing and wakeboarding in Scotland. The Board of Directors is responsible for providing strategic leadership, ensuring good governance and overseeing the long-term sustainability and development of the organisation.

Board members work collectively to support the delivery of WWS's strategic objectives, ensuring that the organisation operates responsibly, effectively and in the best interests of its members and the wider sport.

Directors should be willing to contribute their skills, experience and perspectives, engage constructively in discussions and support collective decision-making. While experience in business, governance or sport can be beneficial, WWS welcomes individuals from a range of backgrounds who can make a positive contribution to the Board.

The Board currently meets quarterly, with meetings generally lasting between one and two hours. Additional involvement may be required depending on individual responsibilities.

Who should consider the role?

We welcome interest from individuals who are passionate about developing waterskiing and wakeboarding in Scotland and who are willing to contribute their time, skills and experience to support the organisation.

We particularly value individuals who demonstrate a collaborative approach, sound judgement, a willingness to challenge constructively and a commitment to good governance.

Previous experience as a Board member is not essential. We welcome applications from people with different professional backgrounds, experiences and perspectives.

Director Roles at WWS:

Chair

Duties:

- Provide leadership to the Board and ensure effective governance and decision-making.
- Lead the Board in setting and overseeing the strategic direction of WWS.
- Work closely with the Chief Operating Officer (COO), providing support and appropriate oversight of organisational performance.
- Chair Board meetings, ensuring constructive discussion, effective decision-making and appropriate follow-up.

- Support the development of a positive and collaborative Board culture.
- Represent WWS and maintain relationships with key stakeholders, including sportscotland and British Waterski & Wakeboard, where appropriate.
- Support Board development, succession planning and the effective contribution of individual directors.
- Attend relevant meetings, training and events as required.

Indicative time commitment: Variable, with additional time required for Board leadership, stakeholder engagement and organisational matters as needed.

Vice-Chair

Duties:

- Support the Chair in providing leadership and ensuring effective governance of WWS.
- Deputise for the Chair when required.
- Work collaboratively with fellow directors and the COO to support the organisation's strategic objectives.
- Contribute to Board discussions, decision-making and organisational oversight.
- Undertake additional responsibilities or lead specific areas of work as agreed by the Board.
- Attend Board meetings and relevant training and events as required.

Indicative time commitment: Attendance at quarterly Board meetings, preparation and additional responsibilities as agreed. The commitment will vary depending on the role and organisational requirements.

Secretary

Duties:

- Support the Chair and Board in ensuring effective governance administration.
- Ensure appropriate arrangements are in place for Board meetings, agendas and minutes.
- Support the maintenance of accurate governance records and relevant organisational documentation.
- Help to ensure that governance processes and reporting requirements are followed.
- Support the coordination of Annual General Meetings and other general meetings.
- Work collaboratively with fellow directors and the COO on governance matters.
- Attend Board meetings and relevant training as required.

Indicative time commitment: Attendance at quarterly Board meetings, preparation and additional responsibilities as agreed. The commitment will vary depending on the role and organisational requirements.

Treasurer

Duties:

- Provide financial leadership and oversight on behalf of the Board.
- Support the development and monitoring of organisational budgets and financial plans.
- Review financial performance, forecasts and the long-term financial sustainability of WWS.
- Ensure appropriate financial controls, reporting arrangements and risk management processes are in place.
- Support the preparation, review and presentation of annual accounts.
- Work collaboratively with the COO, bookkeeper and external accountants on financial matters.
- Provide financial advice and guidance to support informed Board decision-making.

- Attend Board meetings and relevant training as required.

Indicative time commitment: Attendance at quarterly Board meetings, preparation and additional responsibilities as agreed. The commitment will vary depending on the role and organisational requirements.

Board Director
Duties:
- Contribute to strategic direction, governance and long-term development of WWS.
- Provide constructive challenge, support and independent judgement in Board discussions.
- Oversee organisational performance, financial sustainability and risk management.
- Support WWS in maintaining appropriate standards of governance, safeguarding, equality, diversity and inclusion.
- Contribute skills, knowledge and experience to support the organisation's objectives.
- Participate in committees or take responsibility for specific areas of work as agreed by the Board.
- Support the development and review of organisational policies and procedures where appropriate.
- Attend Board meetings and relevant training and events as required.

Indicative time commitment: Attendance at quarterly Board meetings, preparation and additional responsibilities as agreed. The commitment will vary depending on the role and organisational requirements.

Terms of Office

Board members are ordinarily elected for a two-year term, in accordance with the WWS Articles of Association. Directors may stand for re-election, subject to the provisions and term limits set out in the Articles.

All Board positions are voluntary, with reasonable expenses reimbursed in accordance with WWS policies.

If you would like to find out more about becoming a Board member at Waterski and Wakeboard Scotland, please contact the Chief Operating Officer or speak with an existing Board member.

WWS is committed to equality, diversity and inclusion and welcomes interest from individuals of all backgrounds and experiences.