



Role & Responsibilities of Directors

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Version Control

Ver.	Date	Author	Approved	Action
1.0	Jan 2026	HOOPS	Chair & CEO	Document created

Introduction

This document sets out the role and responsibilities of Directors of the Royal Caledonian Curling Club (RCCC), trading as Scottish Curling. It is intended to provide clarity of purpose, accountability, and authority across leadership roles, and to support high standards of governance, integrity, and effectiveness.

Role of a Director

Purpose of the Role

Directors are collectively and individually responsible for the governance, strategic direction and long-term sustainability of Scottish Curling. Directors act in the best interests of the organisation and its members, in accordance with company law and the Articles of Association.

Collective Responsibilities (as a Board)

Directors, acting collectively as the Board, are responsible for:

Governance

- Ensuring appropriate rules, policies and procedures are in place and adhered to.
- Upholding the highest standards of corporate governance, ethics and integrity.
- Monitoring the effectiveness of governance arrangements and risk management processes.

Strategy

- Setting the long-term strategic direction of Scottish Curling.
- Approving strategic plans, annual operational plans and key performance indicators.
- Monitoring progress against agreed objectives and adapting strategy as required.

Finance

- Holding ultimate responsibility for the financial health of the organisation.
- Approving long-term and annual budgets and monitoring performance against them.
- Approving annual accounts for presentation to the members at the AGM.
- Safeguarding assets and ensuring appropriate financial controls are in place.

Oversight and Accountability

- Appointing, supporting and overing the performance of the Chief Executive Officer.
- Receiving and scrutinising reports from committees and partner organisations.
- Approving major expenditure and significant projects.
- Acting as guardians of the organisation's values and reputation.

Individual Director Responsibilities

Each Director is expected to:

- Act in the best interests of Scottish Curling, exercising reasonable care, skill and judgement.
- Comply with all legal and fiduciary duties as a company director.
- Abide by the Board Code of Conduct and declare interests appropriately.
- Take a lead role in at least one area of the organisations' work, such as through committee membership or specific projects.
- Prepare for and actively participate in Board meetings.
- Act as an advocate for Scottish Curling with members and external stakeholders.
- Hold and maintain a valid PVG Scheme Membership through Scottish Curling
- Complete and maintain required safeguarding training.

Time Commitment

- Participation in Board meetings (Typically 6-10 per year).
- Participation in committee meetings (Typically 6-10 per year).
- Attendance at key domestic events and occasional external meetings.

Review

This document will be reviewed annually.