



RECRUITMENT OF A CHIEF EXECUTIVE

Chair's Introduction

Many of us think that Eton Fives is the best court sport in the world. And we believe that Eton Fives can have a great future. A non-contact sport which can be played by male and female players together, where up to 12 courts (48 players) can fit in the space of a single tennis court is an attractive prospect for schools, universities and sports clubs alike. Fives is fast, fun, inclusive, cheap to play and can form friendships that last a lifetime.

Thanks to the incredible generosity of donors and sponsors during our centenary season, the Association's Trustees are in a position to look to that future with confidence. We are now looking to appoint a Chief Executive to lead the Association into its second century.

For the right candidate, the role promises to be an exciting and fulfilling one. If you think that candidate might be you, we would love to hear from you.

Matt Chinery
Chair of Trustees
Eton Fives Association

Opening of new Fives Courts, Holyport College



Post-tournament photo, Geneva Fives Club



About Eton Fives

Eton Fives is a handball game, played in a three-sided court. It is only played as "doubles" (i.e. by two teams of two players), there being no official "singles" version of the game. Players wear padded leather gloves, since the ball (which is slightly large than a golf-ball and made of rubber and cork) is quite hard. It is in the same sporting "family" as other hand ball games such as Rugby Fives, Winchester Fives, Irish Handball, and the various Basque games, Pelota Vasca.

History

Most cultures in the world have invented games in which players hit a ball against a wall with their hands. Eton Fives derived from the game played against church and chapel walls. In 1840, the Headmaster of Eton College, Dr Hawtrey, built the first block of four purpose-built Eton Fives courts based on one of the walls of the College's chapel. The game continued to expand at Eton before being exported to schools across the country - courts were built at Harrow, Charterhouse, Highgate and Westminster and various Oxbridge colleges between 1870 and 1900. A large number of courts were also built in private houses all over England. The first recorded match between schools was in 1885.

In autumn 1924 what is now known as the Eton Fives Association was formed to promote and develop the game. An article in 1931 described its purpose as *"to be purely executive, and includes the standardization of courts and rules as far as possible and the promotion and efficient running of competitions... The object is to keep players in touch with one another after leaving school, and to keep alive their interest in Eton Fives"*. The Kinnaid Cup (the annual open championship for individual pairs) was first awarded in 1925 and a national league was established in 1971 (today consisting of three divisions).

The Eton Fives Association Today

There are approximately forty centres (sets of Eton Fives courts) across England and Wales, as well as courts in Europe (France, Switzerland) and further afield (Nigeria, Brazil, Mexico, Malaysia, India, China). The Eton Fives Association oversees nearly sixty competitions within around thirty tournaments each year.

The Eton Fives Association has been a registered charity since 2013. Its charitable objectives are *'to promote community participation in the sport of Eton Fives by providing or assisting in the provision of facilities for the playing of Eton Fives, and to advance physical education of young persons by assisting in the facilities for the playing and learning of Eton Fives in schools and universities'*. The Trustee Board consists of thirteen volunteers (including a Chair and



Treasurer) who meet four to five times a year online. Subcommittees are set up to oversee particular areas of the charity's operations (e.g. Finance, Competitions, the women's game).

The Association is funded by annual memberships from individuals and clubs, voluntary donations, competition entrance fees and corporate sponsorship. To mark the centenary season of the Association in 2024-2025 a major fundraising appeal has been ongoing which has to date raised more than £260,000.

The Charity currently has one permanent employee, the Secretary, whose responsibilities include the organisation and running of competitions and the maintaining of the Charity's website. Over the last few years, the Charity has sought to focus on development activity, currently engaging a Director of Development and a Development Manager on fixed-term contracts. The Development Office's work has culminated over the past 12 months in the Association's Centenary appeal and the opening of three new courts at Holyport College, a state school sponsored by Eton College. Across court building and refurbishment appeals, and the Centenary Appeal, total funds raised over the last five years in support of the game stand at around £1 million.

The Trustees have now resolved appoint a Chief Executive for the first time to oversee the day-to-day operations of the Association. A role description is below.



Job Description and Application Details

| Selection Process | |
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| Closing Date | Wednesday 28 May 2025. |
| Interview Date(s) | By arrangement in week commencing 9 June. |
| Start Date | September 2025 or as soon as possible thereafter. |
| Selection Process | Applicants who are successful at the shortlisting stage will be invited to attend an interview either in person or via video-conferencing technology. |
| How to Apply | <p>Applicants should submit a CV and a covering letter explaining why they believe they are suitable for the role to the Secretary at gareth@etonfives.com before 5pm on the Closing date.</p> <p>Potential applicants may contact the Chair of Trustees (via gareth@etonfives.com) to arrange an informal conversation about the role.</p> |

| Job Details | |
|----------------------|---|
| Job Title | Chief Executive |
| Location | Home-based. The role requires occasional travel throughout England & Wales. |
| Contract Type | Fixed-term (2 years). This is a new role for the Association and is initially budgeted for a 2-year period. Extension of the role beyond this will be dependent on the financial performance of the Association. |
| Working Hours | <p>Part-time (hours to be negotiated with successful candidate, but expected to be a minimum of 22.5 hours/week).</p> <p>The nature of this role requires some flexibility in terms of working hours. Applications from candidates interested in alternative work patterns will be considered; however, organisational needs may place limitations on the arrangements offered.</p> |
| Remuneration | Negotiable dependent on experience (up to £50k/annum FTE). |



| Reporting Structure | |
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| Reporting to | The Chair of Trustees, The Board of Trustees |
| Responsible for | The Secretary (PT) The Development Manager (PT) The Regional Organiser (Casual) A range of volunteers across the Association's activities |
| Primary Contacts | Association Members, Trustees, Donors, Sponsors, Senior Leadership in relevant schools, universities and other institutions. |

| Job Purpose |
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| The Chief Executive is responsible for the management and performance of the Association under the oversight of the Board of Trustees. The role will be at the heart of the support of the sport of Eton Fives across its existing playing sites, and will lead on work to expand the sport to new players and new places. |

| Main Duties and Responsibilities |
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| <p>Strategic Leadership</p> <ul style="list-style-type: none"> ▪ Together with the Trustees, identify priorities and objectives over the short, medium and long term, consistent with the resources available, to ensure that the EFA continues to further its charitable objectives in support of the sport of Eton Fives. ▪ Lead on that strategic plan and drive its implementation, applying innovative thinking and performance measurements to analyse and support strategic decision-making. ▪ Take overall responsibility for strategic planning in key priority areas identified by the Trustees including: <ul style="list-style-type: none"> ○ increasing diversity of participation in the Sport, particularly individuals of UKME heritage and women; ○ ensuring a sufficient and robust supply of coaches to support the flourishing of the sport. ○ Increasing the number of members of the Association and entrants into national competitions; |



- maximising community use of existing Eton Fives facilities, particularly at the Westway Sports Centre.
- Achieve wide consensus and buy-in for the Association's activities from its members, partners and supporters.

Governance

- Oversee the day-to-day operations of the Association and ensure its overall successful long-term activity in furtherance of its charitable objects.
- Line-manage the Association's staff and volunteers, overseeing recruitment, development and performance management.
- Organise and oversee staff and volunteers, strategically to grow the Association's impact, programmes and fundraising, and to effectively fulfil its mission and goals.
- Communicate effectively with the Trustees and Association Members with all information necessary to function properly and make informed decisions in a timely and accurate manner at their respective meetings.
- Help to prepare the agenda for, and attend, all Trustee meetings and provide reports and updates on current work, project timelines, and project and all relevant progress.

Sporting Development

- Be the primary point of contact, advice, advocacy and strategic planning regarding opportunities to take the sport of Eton Fives to new schools, universities and other institutions.
- Oversee the monitoring of activity at existing sites and lead on provision of strategic support where necessary.
- Further the Associations work in providing opportunities for new people to take up the sport, and ensure appropriate participation opportunities for all ages, backgrounds and skill levels.
- Encourage and facilitate the development of Eton Fives and the Fives community overseas.



Fundraising and Financial Development

- Initiate, cultivate, and extend relationships with the Association's members and its portfolio of individual, foundation, and corporate supporters.
- Ensure the Association's financial stability and sustainability by maintaining healthy cash flow and adequate reserves.
- Develop existing, and identify new, income streams and commercial opportunities.
- Oversee the programme of social and developmental events for members, supporters and sponsors.

Financial Management and Administration

- Provide strategic leadership and management for all of the administrative and operational functions of the Association in accordance with its charitable objectives, mission and policies.
- Prudently direct resources and operate within budget guidelines and according to current laws and regulations.
- Assume responsibility for the fiscal integrity of the Association.
- With the Treasurer, build and administer the annual budget, with Board approval.
- Ensure that the Charity complies with its filing and regulatory obligations with Companies House, the Charity Commission, and with any conditions attached to external funding.

External Relations and Communications

- Represent the Association at events, meetings, and in the media.
- Present and promote the Association and its mission, programmes, partners, and members in a consistently positive manner.
- Ensure high visibility to existing and prospective members and supporters and the general public, and build interest in engaged philanthropy in support of the sport.



- Manage all aspects of the Association’s marketing and public relations.
- Liaise with the governing bodies of other handball and similar sports in matters of mutual interest and concern.

You may be asked to perform other duties which are not included above but which will be commensurate with the above duties and the role.

Knowledge, Skills, Qualifications and Experience

Essential

1. Proven track record of organisational leadership, preferably in the charity or sporting sectors
2. Demonstrable skills in PR, marketing, and fundraising, with evidenced success in creating high-impact and successful campaigns
3. Strong financial acumen and experience in managing budgets
4. Experience in building and nurturing corporate and other external partnerships
5. Excellent communicator with the ability to engage diverse audiences
6. A clear strategic vision to help the Charity expand its membership and reach, backed by the commitment and drive required to achieve this.
7. Ability to thrive in a small, resource-constrained environment.
8. Full UK Driving Licence and access to own transport

Desirable

1. Detailed knowledge of the UK educational sector (primary, secondary and tertiary, state and independent).
2. Previous experience of playing, coaching or administration of Eton Fives or another similar sport.