



ESG

Gaming

Leadership

Policy and Standards



Version control:

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Leadership Policy and Standards

Who is covered by this policy?

Anyone in ESG Gaming who has a leadership role.

What is covered by this policy?

This policy outlines the standards of behaviour and the minimum expectations ESG Gaming has of its leaders.

Purpose

The purpose of this policy is to ensure that ESG Gaming's leadership standards and behaviours are consistent across ESG Gaming and are in line with its values.

The policy

The purpose of leaders at ESG Gaming is to organise its resources, people and time in service of its beneficiaries.

ESG Gaming expects all its leaders to step up to ESG Gaming's standards and work to achieve its vision and strategy in a positive, adult and happy atmosphere.

Although a leadership structure is helpful in order to ensure the smooth running of the organisation, we are all adults working together in common cause and ESG Gaming expects its leaders to treat their staff as such.

ESG Gaming believes that everything is open to staff to know, with the exception of personal information or information that could potentially seriously damage ESG Gaming if made public.

A manager or leader at ESG Gaming is not necessarily someone who has line management responsibilities – they may have exclusively technical responsibilities – but ESG Gaming nonetheless expects them to adhere to the same standards. If you are a member of the Leadership Team or board of directors, regardless of your line management responsibilities, these standards apply to you.

Leadership standards

Responsibility for staff

One-to-ones and performance reviews

- All staff members should have a one-to-one with their line manager at least once every six weeks, preferably monthly, diarised a year in advance.
- ESG Gaming encourages managers to have one-to-ones in an informal setting such as over lunch or a coffee.
- All staff members should in the moment feedback.

Team briefing

- All teams should have a monthly briefing at the same time as all other teams, led by the line manager or the person who is acting in absence.
- Line managers are responsible for briefing their own teams or appointing a person acting in absence – preferably from within the team.
- Line managers are not normally permitted to book other events over briefing unless with the permission of their senior manager and with very good cause.



- ESG Gaming expects line managers to share with the board of directors any issues that cropped up during briefing that they were unable to resolve or that they could not answer.

Team standards

- Line managers are responsible for ensuring that they are familiar with all of ESG Gaming's policies and procedures, that their teams understand them, and that all policies and procedures are complied with.
- Line managers are responsible for ensuring that their teams have the equipment and environment that will help them to carry out their work and for regularly checking on well-being and health and safety of their teams.
- ESG Gaming expects line managers to support other managers in ensuring that policies and standards of safety at work are complied with.

Image and behaviour

ESG Gaming expects line managers to adhere to ESG Gaming's standards, including in how they present themselves, how they behave in public and how they behave on social media.

Team membership

All managers must remember that they are the leader of their team, not a member of it. Their team is the rest of the board of directors or Leadership Team and they are, therefore, expected to support their fellow team members in public and to the rest of the ESG Gaming's staff, except in the case of a grievance or complaint by staff members, in which case they should refer to the Grievance Procedure.



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