

## Chief Executive Officer (CEO)

<b>Hours:</b>	37.5 hours a week - flexible working in place
<b>Location:</b>	Derby onsite
<b>Position:</b>	Chief Executive Officer
<b>Salary Scale:</b>	£43,000 - £50,000
<b>Accountability:</b>	The post holder is accountable to all the trustees through the Chair.

### About the role:

As a values-driven leader, the CEO will provide strategic leadership and operational oversight to ensure the charity delivers its mission with integrity, compassion, and impact. They will be responsible for leading a small team, managing resources, driving income generation, and ensuring compliance with all legal and regulatory requirements. As the public face of the organisation, the CEO will represent the charity to stakeholders, funders, and the wider community, building strong relationships to secure support and drive sustainability.

Lead a small team of 10 to fulfil its mission of breaking the cycle of Modern Slavery in Derbyshire and beyond. The care and wellbeing of our staff team is vital to the success of the organisation, and we are looking for a leader who understands and embodies the value of centring care and wellbeing.

### Key Responsibilities:

#### Strategic Leadership

- Develop, implement, and monitor the charity's new 5-year strategic plan in collaboration with the Board of Trustees.
- Lead the organisation and the team to achieve its objectives, ensuring alignment with its vision, mission, and values.
- Identify entrepreneurial opportunities for growth, innovation, and partnerships to increase the charity's impact.

#### Income Generation and Financial Management

- Oversee the financial health of the organisation, ensuring effective budgeting, forecasting and resource management.
- Work with the Fundraising and Partnerships Manager to develop and implement a sustainable fundraising strategy, identifying and securing diverse income streams (e.g., grants, donations, corporate partnerships).
- As part of a team approach identify and pursue new funding opportunities. Write, review and submit funding and contract applications to trusts and foundations.
- Work with the Treasurer and Board to prepare annual accounts and financial reports.

#### Operational Management

As part of a small team, the CEO must be comfortable with getting involved in all aspects of the organisation's operations, including:

- Provide inspirational leadership to staff and volunteers, ensuring a positive, values based and inclusive working culture.
- Maintaining a flexible approach to work, ready to step in wherever needed



- Performing administrative tasks when necessary
- Oversee the day-to-day operations of the charity, ensuring effective delivery of projects and services.
- Be accountable for the operational risk management
- Monitor and evaluate the charity's services to ensure impact and effectiveness.

### **Stakeholder Engagement and Representation**

- Act as the primary spokesperson for the charity, building its reputation and profile within the community.
- Build and maintain strong relationships with funders, donors, partners, and stakeholders.
- Represent the charity at events, meetings, and conferences to promote its mission and increase awareness.

### **Governance and Compliance**

- Ensure the charity operates in accordance with its constitution, policies, and legal requirements.
- Provide the Board of Trustees with timely and accurate information to support effective governance and decision-making.
- Maintain high standards of accountability, safeguarding, and risk management across all aspects of the organisation.

## **Person Specification**

### **Essential Skills and Experience**

- Proven leadership experience, ideally in the charity, public, or voluntary sector, with a commitment to values-driven leadership.
- Visionary leader with the ability to inspire and motivate others
- Experience in developing and delivering strategic plans aligned with organisational values and goals.
- Strong track record in income generation, including fundraising, partnerships, and securing grants.
- Knowledge of governance and compliance requirements for charities.
- Exceptional interpersonal and communication skills, with the ability to inspire trust, engage diverse stakeholders, and advocate for the charity's mission.
- Strong financial management skills, including budgeting and resource allocation.
- Be dedicated to building a culture where wellbeing of staff and volunteers is paramount.

### **Desirable Skills and Experience**

- Experience working in a small organisation where leaders take on both strategic and operational responsibilities.
- Understanding of the specific challenges faced by those who have experienced Modern Slavery, exploitation and trauma.
- Experience in raising the profile of an organisation through marketing and communications.

### **Personal Attributes**

- A values-driven entrepreneurial leader with a passion for the charity's mission.
- Resilient, adaptable, and able to navigate challenges with positivity and determination.
- A collaborative and compassionate approach to leadership, putting people and purpose at the heart of decision-making.
- Visionary and proactive, with the ability to inspire others to work towards shared goals.



- High levels of integrity, empathy, and commitment to inclusivity and equality.

This role requires a leader who is not only results-driven but also deeply values-driven, ensuring that the charity's mission is reflected in every aspect of its work, from strategy to service delivery, creating lasting impact for those it supports.

### **Benefits:**

- 6 weeks annual leave per annum plus bank holidays
- Personal and professional development plan
- 5% Pension contribution
- Regular wellbeing days, along with a personal wellbeing plan

### **How to apply**

To apply for this role, please provide:

An up-to-date CV with a supporting statement, a maximum of two pages, that outlines how your skill set matches the job description incorporating your interest in the role, the organisation, and why you are well placed to be the next CEO of Rebuild East Midlands.

Please send your application through to [recruitment@rebuildeastmidlands.org](mailto:recruitment@rebuildeastmidlands.org) with the subject heading: Chief Executive Officer.

### **Timeline for recruitment**

Applications should be submitted by Monday the 19<sup>th</sup> May at 9am and shortlisting will take place week. The selection process will involve a range of activities and an interviews will take place on Wednesday the 11<sup>th</sup> June 2025.