



Chief Executive



Welcome from the Chair

Dear Applicant

Thank you for your interest in becoming Chief Executive of the AUK-BLF Partnership.

The Asthma UK and British Lung Foundation Partnership was formed on 1st January 2020 from the merger of the UK's two leading respiratory charities. Last year the two organisations raised c £17m. We are ambitious about our plans to raise more now we have joined forces, so that we can have an even greater impact on people with Asthma and other lung diseases.

The roles that both Asthma UK and British Lung Foundation play have been brought into even sharper relief as a result of the COVID-19 pandemic (<http://post-covid.org.uk/>). Research is urgently needed to find ways of limiting the impact of the virus. To do this, we are working on research priorities in collaboration with others.

This is a critical time for us, and for those who depend on our voice, our expertise and our research. We are looking for an exceptional Chief Executive to lead us through the development and implementation of our first combined strategy and who will ensure that, now more than ever, our partnership delivers where it matters most. With much of the post merger integration work complete, this is a chance for the right leader to ensure our newly created organisation really helps those who benefit from our work.

We are looking for either a CEO of a smaller organisation, or someone in a senior leadership role in a larger organisation who is looking for his or her first CEO appointment. You do not need to come from a medical charity, but a background working in charities or another non-profit organisation would be valuable. We are also open to candidates from commercial or other settings who can demonstrate a genuine interest in and commitment to our mission.

We are seeking an outstanding communicator and a courageous, motivated campaigner. We also want someone with sound business acumen, an understanding of charity governance and an appreciation of fundraising and managing complex stakeholder relationships. Our new CEO should be able to inspire and influence others and demonstrate ways of realising our full potential.

I very much look forward to hearing from you.

Baroness Tessa Blackstone
Chair of Trustees



AUK-BLF Partnership in brief

On 1 January 2020, Asthma UK and the British Lung Foundation merged to become a new charity – the Asthma UK and British Lung Foundation Partnership.

With around 200 employees, we came together to create a stronger charity for our beneficiaries and to ensure a greater proportion of our income goes towards achieving our charitable mission. Our new strategy will determine how we use that opportunity to encourage first class research, successful campaigning and high quality support services for those with lung disease.

Our mission is:

- The relief of persons suffering from lung diseases, to include asthma and the prevention of those diseases
- The promotion of medical research into the prevention, treatment, alleviation and cure of those diseases and the dissemination of the findings of such research and the promotion of post-graduate training in respiratory disease
- The provision of care, support, services and information for people suffering from those diseases

The Partnership builds on earlier joint working that has led to real improvements in outcomes for people affected by lung disease. The Asthma UK and British Lung Foundation helplines will continue to help callers, and our campaigning work will continue of which The Taskforce for Lung Health is an example.

The merger allows the two charities to share their combined energy and passion to make an even bigger difference to everyone affected by asthma and other lung diseases. By coming together, we will be able to invest more in world-leading research, support services, policy development and campaigning.

You can find out more about our organisation, and our Trustees, by visiting:

<https://www.asthma.org.uk/about/the-partnership/>

<https://www.blf.org.uk/what-we-do>

<http://post-covid.org.uk/>



Role Description

Role title	Chief Executive
Reports to	Chair of the Board
Direct reports	Executive Team, Clinical Lead (Asthma), Medical Director (Other LD), EA to the CEO

Purpose of Job

The Asthma UK and British Lung Foundation Partnership brings together two leading UK charities committed to making a meaningful difference to the lives of millions of people across the UK. The newly merged charity is looking for a Chief Executive who can take us forward from our integration phase through the development and implementation of our first combined strategy.

The postholder will be responsible for providing strategic and operational leadership to the partnership, ensuring that the organisation delivers effectively against its charitable objectives.

They will evolve and deliver against an effective and sustainable operating model, underpinned by robust governance, to maximise impact for people with asthma and other lung disease.

They will be the senior internal and external representative for the charity, with staff, trustees, volunteers, key donors and funders, corporate partners, policy decision makers, the media and other stakeholders. They will lead and motivate the Executive Team to drive the collective vision for the Charity.

Core responsibilities

- Ensure the development and delivery of robust annual plans and budgets agreed by Trustees; monitor and adjust in-year as required and in line with delegated authority
- Ensure sound financial, performance and risk management with effective monitoring and evaluation
- Ensure that the organisation systematically captures and champions the voice, experiences and needs of beneficiaries and that this is at the heart of decision making and what we do
- Ensure that staff and trustees are aware of changes in the external operating environment, and that strategies and plans are developed to adapt direction so as appropriate
- Ensure that the organisation has effective governance systems and processes in place to meet the changing needs of the charity and external environment, and that these are consistently adhered to, to maintain and enhance its reputation, and meet its constitutional, regulatory and statutory obligations
- Support the Board in ensuring that they are provided with the appropriate information and frameworks to govern the organisation effectively
- Ensure that the organisation is an influential and well networked organisation, developing appropriate high-level relationships and brokering external partnerships – supported by executive colleagues to ensure continuity and sustainability
- Represent the organisation as required in a wide range of public engagements, ensuring that the organisation is respected by opinion formers including the media, politicians, donors, civil servants, commercial partners, and senior scientists and clinicians. Ensure the appropriate support from executive colleagues to ensure continuity and sustainability
- Lead, manage and motivate the organisation's paid staff and volunteers (including direct reports), in line with agreed policies and transitional attributes
- Lead, motivate and coach the Executive Team to ensure that they can effectively deliver collective leadership for the organisation

This Role Description is illustrative and non-exhaustive in scope. The job holder may be required to fulfil additional and different duties as reasonably required by Asthma UK and British Lung Foundation Partnership. Reporting line and scope may vary from time to time to reflect the changing needs of Asthma UK and British Lung Foundation Partnership.

Person Specification

Knowledge and Experience

- Outstanding track record of strategic leadership, including working effectively with a board and leading across a wide range of disciplines, teams, projects and responsibilities
- Strong and successful experience of influencing and developing partnerships with a range of senior external stakeholders
- Deep understanding of fundraising, with direct experience of building high value alliances that secure financial and wider support
- Strong track record of initiating and delivering organisational and cultural change
- Sound understanding of service delivery and income generation, including multi-channel/digital delivery, supported by working knowledge of the operating environment and political, policy and funding context
- Good working knowledge of developing and maintaining robust governance, including risk strategy and management, and financial management (including forecasting, budget setting and monitoring income and expenditure)
- An understanding of respiratory medicine and the needs of respiratory patients will be essential (this can be learned quickly in the role)
- Committed to putting beneficiaries at the heart of our organisational strategy

Skills and Abilities

- A strategic and entrepreneurial thinker; able to provide clear strategic direction and rigorous planning, balancing the needs of diverse groups to meet organisational objectives
- Capacity to lead, inspire and motivate high performing management teams
- Highly effective communication, interpersonal and influencing skills, with the ability to instil confidence and trust in others through a collaborative style of working
- Able to develop and deliver realistic and challenging plans with effective monitoring
- Able to use sound judgement and decisiveness when making tough decisions in challenging circumstances
- Strong external focus; a motivated campaigner with the ability to build credible strategic relationships with a wide variety of stakeholders (including respiratory clinicians, research scientists, research and innovation funders)
- Effective organisational skills, including the ability to prioritise workloads with shifting demands
- Sharp financial skills in the preparation and control of budgets and investment cases

Attributes

- **Resilient** – thrives under pressure and can navigate the challenges of senior leadership in an uncertain environment
- **Strategic** – scans the horizon for external threats and opportunities, sets and champions the organisation's strategy
- **Inspiring** – inspires confidence and motivates high-performing teams to follow their example. Supports people to grow in their careers
- **Driven** – constantly seeks improvement, both in themselves and in their team. Is willing to test and learn from new approaches and is intellectually curious. Focusses on solutions, seeking to make a positive difference
- **Role model** – leads by example and models the behaviours of a senior leader
- **Collaborative and flexible** – works together with colleagues to achieve the common goals of the organisation, and is pragmatic about the need to be flexible
- **Relationship builder** – has the interpersonal skills to build strong and effective relationships across the organisation and externally
- **Agile** – can react quickly to changes in the internal and external environment and makes robust, evidence-based decisions at pace
- **Credible** – has the technical knowledge for their area to speak with authority, bringing their expertise for the benefit of the whole senior leadership team. Is assertive in raising their view but listens to others' perspectives
- **Adaptable** – reacts to the changing landscape with positivity and can adapt to new ideas, and new ways of working, for the benefit of the organisation
- **Committed** – commits to the objectives and values of the organisation, including the need to support equality, diversity, and inclusion in the workplace

Terms and conditions of appointment

Salary	This role is offered at a salary of circa £130,000 per annum.
Location	The role is based in London.
Hours	35 hours per week. Occasional travel is required (including to Partnership offices in Liverpool, Glasgow and Cardiff) as are occasional overnight stays away from home. The post holder may be required to attend meetings and events during evenings and weekends.
Notice period	Six months.
Requirements	<p>The nature of AUK-BLF Partnership's work means that the postholder must be a non-smoker.</p> <p>The postholder should be aware of, and comfortable with, the Partnership funding medical research which may on occasion involve animal research.</p>



How to Apply

We hope you will consider making an application. If you have questions about the appointment and would find it helpful to have an informal conversation, please contact our advising consultants Juliet.Taylor@starfishsearch.com or Katy.Giddens@starfishsearch.com and we will be happy to arrange a call.

To make an application, please go to <https://starfishsearch.com/jobs/auk-blf-chief-executive/> and click on the apply now button, with the following prepared:

- your CV (no more than three sides)
- a supporting statement that sets out:
 - why you are interested in the role and organisation
 - briefly, how you match the criteria set out under Knowledge and Experience
- We would be grateful if you would also tell us about any dates when you are not available to attend interview.

Closing date	Monday 15th June 2020
First stage interview	Late June and first week of July 2020
Agreement of the final shortlist	By 10th July 2020
Due diligence; assessments (if required)	Mid July 2020
Final panel interviews	Monday 20th July 2020





THE ASTHMA UK AND
BRITISH LUNG FOUNDATION
PARTNERSHIP

