



CLEES

the national organisation
for local economies

Chief
Executive



Starfish

Introduction from the Board of Trustees

Thank you for showing an interest in the role of Chief Executive of the Centre for Local Economic Strategies (CLES).

This is a critical moment for CLES. Our reputation and influence, scale, and depth of work across councils, regions, with the devolved nations and internationally is stronger than it has ever been. More than ever, our mission to counteract growing inequalities and disadvantage by changing local economic development thinking and practice is in demand. We know that across public service and in our communities, people want and need an alternative to the traditional economic development model. That model focuses on economic growth that benefits only a few and enables significant wealth extraction from communities. Instead, these places desperately need functioning and effective progressive local economic approaches that prioritise their needs.

Working with our partners and collaborators in the UK and internationally, CLES is leading and shaping this alternative model of progressive economic practice and policy. Our work, over more than a decade, on community wealth building is now a significant progressive force in all four nations of the UK and as a powerful tool in the recovery from Covid-19. There is much to do for CLES to realise this opportunity and to develop and evolve the way we work so we can remain front and centre of the leadership of this critical agenda.

Our current and very influential Chief Executive – Neil McInroy – will step down next July after nearly 20 years in the role and will join our Board as a strategic adviser.

We now need a leader who can build on our strong foundations and lead CLES through its next stage of development. You will have the opportunity to work with our hugely committed and talented Board of Trustees. Our Board members include some of the most progressive, innovative and skilled political leaders and Chief Executives in the UK and colleagues working at the front line of financial inclusion and community development. What binds us all together is our belief in CLES, our belief in our mission and our commitment not just to thinking but also to doing - making a difference in communities and places.

We are looking for someone that shares our values and beliefs and wants to become a part of our CLES family. Someone who understands completely why our model and practice is so necessary and needed. It is essential to us that you can communicate, persuade and amplify our voice. That you can both “think” and “do” and are able to move between the academic policy world and project and consultancy work. That you are a collaborator and can build alliances and partnerships. And importantly, that you can lead our group of amazing and dedicated staff with warmth and attention – so they are able to achieve their potential and deliver their best for CLES and the clients that work with us.

I hope you find this recruitment pack helpful. This is a very special role with a very special organisation. I hope you think so too and decide to find out more!

Gill Steward, Chair of the Board, CLES

About CLES

Established in 1985, CLES is the national organisation for local economies. Our mission is to achieve social justice and effective public services by developing progressive economics for people, planet and place.

CLES is a think and do tank, which means that our creative thinking and strategic policy activity is informed by our practice. We are part of a global network of “thinkers and doers” who are articulating and progressing a new, socially just mainstream in economics and social policy.

Our experienced team are specialists in their fields, and at the forefront of pioneering work relating to local government, local economic development, community wealth building, system change and co-production, housing, public health, cultural assets, environmental change, place-making and planning, procurement, finance and investment, good governance and devolution, employability and skills, social value and inclusive growth.

About the work we do

CLES influences policy and practice locally, nationally and internationally. We collaborate and work with a diverse range of partners from the public, business and social sectors, as well as local, regional and national governments, across the UK, Europe and beyond. Our projects are developed with research foundations, CLES members, our network or are commissioned directly by organisations from different sectors or brokered through engagement.

Our activities include independent action research, evaluation and performance management, policy briefings, best practice advice and strategy development. Alongside project work, CLES produces publications, training and events. Our main areas of work are focused on:

- Championing economies for all – CLES seeks to counteract inequalities and disadvantage by changing local economic development thinking and practice. Our approach challenges the orthodoxy focused on economic growth for a few, instead championing social growth and economies for all.
- Community wealth building – CLES works to develop inclusive ownership and local supply chains and works with key public, commercial and social anchor institutions to facilitate this.
- Making public services excellent – CLES works with local government and public services to ensure they are innovative, effective and efficient in fulfilling their role to serve communities and enhance places.
- Creating great, resilient places – CLES has been at the international forefront of developing an understanding of resilience and offers strategic support and policy advice to national, regional and local government.
- Identifying and measuring what works – CLES measures the impact of policy and practice, identifying what works in creating and enhancing effective economic and social growth, and public services. This work also seeks to influence the behaviour of key decision-makers.

CLES is at the cutting edge of thinking and implementing policies which build up public, social and commercial agency to address poverty and need. This is a common thread throughout much of our work.

About CLES

Who we work with

Over the last two years CLES has worked with 85 places on 120 projects. This includes pursuing community wealth building with 33 local authorities in England, as well as the Scottish Government, Development Trusts Northern Ireland and the Northern Ireland executive and the Welsh Assembly. 13 million people - 20% of the UK population – live in the places in which we are developing community wealth building.

We have long standing relationships with our members: Manchester City Council, Belfast City Council, Preston City Council, Bury Council and Transport for Greater Manchester, and our international reach is growing. In the last year alone CLES has developed relationships with organisations in Sweden, the Netherlands, Poland, Canada and Italy as well as welcoming delegations from the United States, France, China, Australia and New Zealand.

In recent years we have been successful in securing funding to support our core work from the Barrow Cadbury Trust, Friends Provident Foundation and Open Society Foundations.

The community wealth building movement

Covid-19 has served as a stark reminder that our economic model has failed us. With the adoption of community wealth building, we have the opportunity to not only rescue and recover from Covid-19 but to also reset and build a new economy: one in which well-being stands above economic growth.

CLES have been the stewards of this movement in the UK and our work under the leadership of the current Chief Executive has established the approach as a progressive force.

We want to build on the strong foundations we have laid and push community wealth building into the mainstream of economic development. To a large extent, the UK policy landscape frustrates the ability of local areas to comprehensively adopt and implement community wealth building practice. But in relation to our well-established partnerships with the devolved national governments, we are seeing a more progressive approach. Scotland is a leading light here and is the first national government to adopt a whole scale community wealth building approach, but we are developing important work alongside the governments of Wales and Northern Ireland too.

Values

CLES is a values-based organisation. These values are embedded in all our work.

Fair	Treating people with fairness and equality
Bold	Devising progressive solutions through pioneering work
Collaborative	Working with others to achieve the best result
Independent	Always acting with integrity
Acting in solidarity	Supporting, nurturing and empowering ourselves and others

About the opportunity

This position is unique. With CLES at the cutting edge of thinking and doing where progressive economic ideas are translated into practical action – there are few comparable organisations.

This is a demanding role, but immensely fulfilling and rewarding. Engagement and collaboration with senior politicians and policy makers coupled to the everyday engagement with local communities and local authority officers and partner organisations, means that this job is varied and diverse. Stretching across all parts of the UK and occasionally internationally, there is an abiding need to shift into other contexts swiftly and engage effectively.

Keeping abreast of the shifts and changes in policy across the UK, devolved nations and regions is essential, as is keeping ones “ear to the ground” on the challenges facing local government and citizens more generally. The role requires a deep understanding and empathy as regards the fortunes of those facing injustices. This should never be regarded as an abstract or detached, it requires time – to tap into that sentiment – and hard work to see it reflected in the work we do.

Internally the CLES family is filled with committed colleagues and a supportive and strong Board. Linking with the diverse work carried out by colleagues, “rolling your sleeves up”, supporting and delivering projects is key. This helps both to ensure an alchemy to all of CLES’s work and with the collegiate approach and style that our organisation is rightly proud of.

This is a brilliant job. It requires passion and enthusiasm. Blending political and policy nous, technical expertise, research capabilities and excellent communication skills, the holder of this role will help to “turn the dial” toward more economic, social and ecological justices. And, whilst doing so, will grow individually and professionally.

Neil McInroy, Chief Executive, CLES (2003 – 2021)

Board of Trustees

Gill Steward, Chair

Gill is a skilled public sector leader with over 30 years' experience. She has held two local government Chief Executive roles at West Sussex County Council and the London Borough of Bexley. She was part of the team that successfully led the development and implementation of a new unitary Council in Cornwall. She has been a Chief Executive of a police authority and held a further four executive director roles covering a wide range of services including finance and the wider corporate centre, environmental, community and neighbourhood services, street scene, highways and public realm, fire and rescue, leisure, arts and culture, economic growth, regeneration and housing. Gill has extensive experience of establishing public sector wholly owned companies and of working with communities to enable them to take a greater role in running services and managing community assets.

Andy Donald

Andy has spent 25 years working across local government working in a range of settings to promote local economic growth, neighbourhood regeneration and large scale redevelopment. He is currently the Chief Executive of the London Borough of Redbridge, where he is seeking to drive excellence and re-invent the relationship between the Council and the community within the challenges of austerity. Andy is the lead Chief Executive in London for Housing and Regeneration.

Cllr David Meller

David is the Cabinet Member for Economy and Regeneration on Stockport Council and a member of the Greater Manchester Transport Committee. David has begun to introduce CLES's community wealth building approach to the Council to support its regeneration work and help create an economy where local people have a stake in how it works. David's interests lie in transport infrastructure, town centre regeneration and how the two can come together to address fundamental problems such as climate change, inequality and lack of housing.

Andrew Evans

Andrew began his career working in-house for rock band Queen, managed Middle Eastern and European marketing for NYC-based McGraw-Hill and has run his own marketing/project management agency for 30 years, handling high profile media matters, advising central Government and local authorities. He currently works with local authorities to combat high cost debt.

Paul Dennett

Paul is the City Mayor of Salford. He was elected Councillor for Langworthy in 2012 and held the Strategic Assistant Mayor position until 2016 focusing on equalities, cohesion, technology, change, urban transformation, innovation, prosperity, growth and workforce.

Paul has a long history of campaigning on social issues and since becoming City Mayor has campaigned for equality, financial inclusion, the living wage, social value, anti poverty and critically providing the public/private environment to tackle the housing crisis. Paul recognises the creative approach of CLES in the development of a social contract for Greater Manchester.

Niall Bolger

Niall is the Chief Executive of the London Borough of Hounslow. Prior to his current role, he was the Chief Executive of the London Borough of Sutton for nearly eight years. This followed a career in local government in London and the South East over more than 30 years. Niall is a qualified town planner and his professional background has been in planning, development, regeneration and environmental sustainability. He is passionate about local solutions and the power of local communities to make a massive difference to their own economic, social and environmental futures. Underpinning his career has been an unequivocal commitment to social inclusion, social justice and equality.

Board of Trustees

Cllr Suzanne Richards

Manchester City Council's Executive Member for Housing and Regeneration, Cllr. Richards leads on affordable housing, district and neighbourhood centre improvement and other physical regeneration programmes, housing management, the private rented sector and the residential growth strategy for Manchester City Council.

Gail Rowe

Gail is Senior Electric Vehicle Business Development and Town Planning Manager at Liberty Charge. She is an urban planner/regeneration/enterprise specialist with over 15 years' experience of project and programme development and management. She has a detailed knowledge of regeneration, urban, community and neighbourhood planning, labour markets, business and enterprise, economic policy, project design/delivery, data interpretation and analysis.

Her expertise is applied to a diverse portfolio of projects and programmes within the public sector but also interfacing with the private and voluntary sector. Gail has also worked for the national housing charity MHA, Lambeth Council and a number of co-operatives including South London Bakers and Balham Food and Book. Gail also has experience of working in the private sector and has worked for a number of large international law firms.

Tom Stannard

Tom Stannard is a regeneration, economic development and skills specialist. In February 2021, he will become Chief Executive of Salford City Council. Since 2018, he has been Corporate Director of Regeneration and Economic Growth at Wakefield Council. His team at the Council has responsibility for Economic Growth and Skills; Planning, Transport and Highways; Environmental Services and Property; and Arts, Culture and Leisure, serving the District's 335,000 residents and delivering the Council's 2018-25 Economic Strategy, Successful Business, People, Places.

Tom was previously Director of Economy and Skills at Oldham Council in Greater Manchester, one of the ten GM local authorities. Oldham Council serves around 230,000 residents, 5,500+ sectorally diverse businesses in a local economy with GVA of over £3bn p/a, in an area with relatively high levels of diversity and economic deprivation. Tom led a wide range of the Council's economic regeneration programmes and services, working across Greater Manchester, and was heavily involved in the devolution/city deal agenda.

Cllr Denise Hyland

Denise has lived in London since leaving teacher training college in Hull. Denise spent her career teaching in schools, youth centres and adult education centres in the Borough of Greenwich. She was heavily involved in bringing adult education programmes to council estates and developing a modular access programme to Higher Education. Denise was an English and Drama teacher and was invited to be a BAFTA judge for two years running. After finishing teaching she set up an education consultancy, with colleagues, writing teaching materials, careers guides, mentoring students to achieve and advising English departments across London on raising attainment. Denise also spent time working on a Performing Arts Young Apprenticeship Programme, assisting students with their work experience at top venues in London, such as the Royal Albert Hall, Hackney Empire, ENO, ENB and The Gate theatre.

Denise became a Labour Councillor in 2006. She was elected to the Council's Executive in 2007 as portfolio holder for Economy and Skills, then adding Planning, Regeneration and Transport to her brief and then in 2014 was elected as the first woman Leader of the Council. In May 2018, Denise stood down from the Leadership to become Cabinet Member for Economy, Skills and Apprenticeships. She is the Council's representative on some social enterprises, such as Greenwich Enterprise Board, South East Enterprise, Digital Cities Greenwich, and 'Woolwich Works' – the new creative district. Denise also chairs the Greenwich World Heritage Site.

About our new Chief Executive

What they will do

Our new Chief Executive will build on the very successful legacy and foundations of Neil McInroy, the fantastic CLES team and our talented and committed Board. They will ensure our influence continues to grow across the UK and internationally and will strive to achieve social justice and effective public services by developing progressive economics for people, planet, and place.

Our next Chief Executive will steer CLES through its next stage of development. Building on our work and relationships with councils, regions across England and with the Scottish and Welsh and Northern Irish devolved nations – delivering progressive economic practice and policy at scale.

Working closely with our board of trustees they will ensure that CLES is at the centre of the debate on progressive economic policy and practice. They will continue and extend our collaboration and partnership with leading organisations who share our mission both in the UK and Internationally. They will also seek out and work with funders who share our mission and values.

Who they will be

Our next Chief Executive will be a self-starter, an activist, a fantastic collaborator and have great interpersonal skills, with a passion for delivering progressive change. It is essential that they have strong political awareness and understanding, excellent written and verbal communication skills – including an understanding and ability to articulate in a compelling way the mission and work of CLES. And of course, they will need to understand how think tanks work.

They will need a blend of both research and policy experience and a knowledge of economics, community development and public services. They will have a focus, understanding and commitment to progressive and environmental policy. CLES is a family and our next Chief Executive will share our values and our beliefs and be able to lead our small organisation through its next stage of development, ensure it runs effectively and that staff are supported and at the heart of everything we do.

Commercial awareness and an understanding of funding landscape for research and action led work is key.

Essential to the role will be the ability to:

- lead and oversee all of CLES's policy, strategy and project work;
- be responsible for ensuring that CLES has a strong and extensive external profile, by speaking at national events, producing articles and representing CLES at key national and regional meetings;
- chair external bodies and act as an advisor to those bodies;
- develop links with political parties and senior politicians;
- oversee all of CLES's communications activities;
- lead CLES's business development, making markets and increasing our market diversification, forging links and making new and fruitful connections, bringing in research awards and sponsorship;
- oversee all the HR, financial and internal policy of CLES
- oversee all CLES's project work – leading on and working on key projects;
- lead our lobbying and influencing work;
- lead the CLES family of staff, working closely with our small and dedicated senior management team, supporting, mentoring and developing and ensuring the culture of our organisation and the way we work mirrors our values and mission;
- work closely with our Board of Trustees and, working in partnership with the Chair, acting as company secretary, produce board papers and oversee board training and development and assist new Trustees.

Role Description

Job title	Chief Executive
Location	Manchester, UK

Purpose

Our new Chief Executive will be an active, progressive leader – of our organisation and our movement.

The organisation has undertaken significant internal development in recent years, under the stewardship of the current Chief Executive, and we require a leader who will embrace our values and help our family of staff to develop this work even further.

The community wealth building movement in the UK is on the precipice of greatness. CLES's work under the leadership of the current Chief Executive has established the approach as a progressive force in all four nations of the UK and as a powerful tool in the recovery from Covid-19. Now we need a leader who can build on this strong foundation and push community wealth building into the mainstream of economic development, particularly in relation to our well-established partnerships with the devolved national governments.

Tasks and responsibilities

- Leading and overseeing all of CLES policy, strategy and project work.
- Ensuring that CLES has a strong and extensive external profile, by speaking at national events, producing articles and representing CLES at key national and regional meetings.
- Chairing external bodies and acting as an advisor to those bodies.
- Developing links with political parties and senior politicians.
- Overseeing all of CLES's communications activities.
- Leading CLES's business development, making markets and increasing our market diversification, forging links and making new and fruitful connections, bringing in research awards and sponsorship.
- Overseeing all the HR, financial and internal policy of CLES.
- Overseeing all CLES project work – leading on and working on key projects.
- Leading our lobbying and influencing work.
- Leading the CLES family of staff, working closely with our small and dedicated senior management team, supporting, mentoring and developing and ensuring the culture of our organisation and the way we work mirrors our values and mission.
- Working closely with our Board of Trustees and working in partnership with the Chair, acting as company secretary, producing board papers and overseeing board training and development and assisting new Trustees.

Responsible to
CLES Board of Trustees

Responsible for
Up to 20 staff (6 direct)

Governance structure

Parent company

Centre for Local Economic Strategies (CLES) Limited

Registered office address: 52 Oak Street, Manchester, England, M4 5JA

Company type: Private company limited by guarantee without share capital

Incorporated on: 28 June 2001

Centre for Local Economic Strategies (CLES) Limited is a registered charity which operates as a parent company of CLES European Research Network (CERN) Limited. With a registered base in Manchester we are regulated by the Charity Commission of England and Wales. We have a Board of skilled and capable Trustees who help the charity attract resources and put them to best use. Board meetings are held quarterly.

Subsidiary

CLES European Research Network (CERN) Limited

Registered office address: 52 Oak Street, Manchester, England, M4 5JA

Company type: Private limited Company

Incorporated on: 7 February 1990

Trading name: CLES Consulting

As a trading arm, CERN trades with the trading name "CLES Consulting". We previously used this limited company to contract with the majority of our clients, however it is no longer utilised and did not turnover any income in 2019/20.

Organisational structure

Board of Directors

Neill McInroy
Chief Executive

John Heneghan
Associate Director

Tom Goodwin
Associate Director
(Policy)

Frances Jones
Associate Director
(Partnerships)
(On mat leave)

Stuart MacDonald
Associate Director
(Operations)

Rachel Bentley
Associate Director

Antonia Jennings
Associate Director

Conrad Parke
Birmingham Anchor
Network Coordinator

David Burch
Senior Researcher

Isaac Stanley
Senior Researcher

Victoria Bettany
Senior Researcher

Eleanor Radcliffe
Researcher

Emma Hall
Office Manager

Helen Power
External Affairs
Manager

Amy Clancy
External Affairs
Manager

Terms of Appointment

- Hours of work** The full-time standard hours of work are 37.5 a week, Monday to Friday. Office working hours are not restricted but normal working hours are considered to be between 9am and 5.30pm with allowance for up to 1 hour's unpaid lunch break. There is flexibility within normal working hours for those who require it, however 'core working hours' are between 10.00am and 4.00pm where you are expected to be working unless you are working outside of the office.
- Probationary period** You will be employed initially for a six-month probationary period. Employment can be terminated at any time during the probationary period with a minimum notice of 4 weeks on either side.
- Notice period** After satisfactory completion of the probationary period, the contractual notice period is three months.
- Annual leave** The leave year is from 1 July to 30 June. Annual leave entitlement for full time working is 25 working days plus public holidays. Staff also receive two extra days over the year, one to be taken around the time of their birthday and an additional day over Christmas/New Year. The basic 25 days holiday entitlement increases by one day after every full financial years' service (July - June), up to a maximum of 30 days.
- Performance review** Performance is reviewed on an ongoing basis through informal 1-2-1 meetings with the Chair of the Board, through a six-month review with the Chair and a more formal annual review which is held prior to the end of CLES's financial year (July). The performance review process provides a structured way for you to reflect on your personal development and seek opportunities to progress. At your annual review, pay awards are informed by your performance over the proceeding year. All agreed pay rises are subject to Board approval.
- Bonus** A discretionary annual bonus is paid to all employees following approval by the Board of Trustees; this is an equal share amongst all staff, of 10% net surplus before tax, following the release of the final audited accounts. New staff who commence employment with CLES part way through the financial year are eligible to receive a share of any bonus payment. Their share will be calculated from their start date up till the end of the financial year, on a proportional basis (in weeks).
- Pension scheme** CLES offers all employees the opportunity to join a Scottish Widows Stakeholder pension plan and offers 6% contribution to the stakeholder pension plan to be matched by the employee. The Government allows Income Tax relief on most pension contributions at a rate of 20%. This tax relief is added to your plan alongside individual and CLES contributions. After two years in the scheme, CLES will raise by 1% its contribution to the pension scheme at the start of the following financial year (July). Contributions will rise every year thereafter up to a maximum of 13%. It is optional for employees to match this raised contribution.

Terms of Appointment

Continuous Professional Development (CPD)

CLES provides support and time off for staff to undertake continuous professional development. Many different activities can qualify as CPD, it is not restricted to formal or technical training courses. CLES recognise the relevance of other methods of learning especially for example peer group learning and shared experience. The CLES approach to CPD also recognises the need for both professional and personal development in advancing the careers of individuals in support of our strategy of organisational growth.

Cycle to work scheme

CLES is a member of the Government Cycle to Work Scheme which helps staff purchase a new bike. You can save 25–39% on the cost of a new bike and associated cycling gear. The bike is purchased by CLES on your behalf and the repayments are split into 12 monthly payments taken directly from your salary.

The provider CLES uses is <http://www.cyclescheme.co.uk>

Interest free annual travel ticket loans

The bus or train season ticket loan scheme allow employees to take an interest-free loan for the cost of a public transport annual season ticket which will be repaid within the lifetime of the season ticket. CLES will transfer the cost of an annual ticket into your bank account for you to purchase the ticket and then deduct 12 equal monthly instalments from your net salary.

Equality, diversity and inclusion policy

A commitment to equality, diversity and inclusion is fundamental to the CLES mission. Because of this CLES is committed to eliminating discrimination and encouraging diversity amongst its staff, board, and in the activities and services it provides.

Our aim is that we are truly representative of all sections of society and that all individuals that work with, govern, or come into contact with CLES feel valued, and where all individuals that represent CLES feel able to give their best. CLES aims for a culture where diversity is celebrated. CLES strives for an organisation where diversity is universally valued because of the more inclusive outcomes enabled by diverse thinking and action. CLES is committed to broad principles of social justice, recognises that many groups and individuals have been disadvantaged in the past and is committed to taking positive steps to redress the balance. CLES will take into account individual experiences and needs.

CLES welcomes its responsibilities under the Equality Act 2010. The Act requires equality in treatment and access to employment and public and private services regardless of the protected characteristics of age, disability, gender reassignment, marriage and civil partnership, race, religion or belief, sex, and sexual orientation. In the case of gender, there are special protections for pregnant women.

Equality, diversity and inclusion policy

Recruitment

All sections of the population should have equal access to jobs and the Board at CLES and no applicant or employee will receive less favourable treatment from another because of his/her colour, creed, ethnic or national origin, disability, age, sex, marital status, sexuality or responsibility for dependents. Job descriptions and person specifications will be prepared and reviewed for all jobs, Board and council positions.

Pay

Staff salaries will in all cases will reflect the skills and experience of the staff. All salaries will be able to be justified on this basis. No staff will experience differences in salary on the basis of any other factors. There will be opportunities for career and pay progression for all CLES staff.

Career development

All employees will be encouraged to discuss their job prospects and training needs at regular intervals with a senior member of staff. All employees, and Board members will be given training that facilitates equal opportunities policies to eliminate any stereotype attitudes, which may result in discriminatory practices. Those working part-time should be kept fully informed of policy decisions. Part-time working should, on no account, result in an erosion of a person's rights. Where a part-time worker's job requires full involvement in decision making, they should continue to be included in all aspects of CLES. Flexibility should not impose increased burdens on staff, whether full-time or part-time.

Training

All staff and Board members, including new recruits, will be required to undertake equality, diversity and inclusion training on a regular basis. This training will cover issues such as legislation, recruitment and unconscious bias. All staff and Board members that are involved in recruitment will be required to undertake recruitment training.

Diversity in governance and staff

CLES recognises that diverse demographics leads to more inclusive decision making. With this in mind, we will strive to ensure that the CLES staff and governance teams are diverse in terms of the protected characteristics outlined in the Equality Act 2010. CLES will set diversity targets and progress will be reviewed against these targets on a regular basis.

Work environment

The CLES work and governance culture and environment will be inclusive and celebrate the value of diversity in creating an effective organisation. No member of staff or the Board will be treated differently on the basis of any of the protected characteristics nor their socioeconomic background or status. All individuals will feel able to challenge where they feel this has not been the case.

Grievance and disciplinary procedures

We renounce all forms of harassment and discrimination and will maintain grievance and disciplinary procedures to deal effectively with any instances which do occur. Any subsequent grievances or disciplinary matters will be dealt with via the CLES Board.

Activities and services

CLES will ensure that its commitment to equality of opportunity is reflected in the programme of work that it adopts.

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 Penny.Ransley@starfishsearch.com.

To make an application, please go to <https://starfishsearch.com/jobs/cles-ce/> 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 think this role is the right move for you and why you are the right person for the role

Closing date	4th January 2021
First stage interviews	w/c 18th January 2021
1:1 with Chair	w/c 1st February
Board Interview	w/c 8th February