



RICS™



Chair of the Audit
Committee



Starfish

Welcome

Dear Applicant,

We are delighted that you are interested in joining RICS as Chair of the Audit Committee.

As a globally recognised professional body, everything RICS does is designed to effect positive change in the built and natural environments. Through its respected global standards, leading professional progression and trusted data and insight, it promotes and enforces the highest professional standards in the development and management of land, real estate, construction and infrastructure.

RICS's work with others provides a foundation for confident markets, pioneers better places to live and work, and is a force for positive social impact. With over 134,000 highly qualified trainees and professionals, and global coverage, it is ideally placed to influence policy and embed its standards in order to protect consumers and businesses. In doing so, RICS is truly progressing the development of spaces and places so that they are fit for future generations, in addition to challenges faced in the present.

This is a pivotal moment in time for RICS. We are looking for an experienced chair to lead our Audit Committee through a critical phase of change and development. You will be involved in reviewing the role, Terms of Reference and ways of working of the Audit Committee to ensure we have a committee that is fit for purpose, poised to anticipate a broad range of risks, and that RICS meets and is seen to meet its legal, regulatory and other obligations. More broadly, you will be part of a dedicated team working to influence the ongoing development of RICS and its culture, to ensure that our organisation is placed on the front foot for members and stakeholders.

This Committee reports directly to Governing Council which is the Institution's governing body and is populated by members, the majority of whom have been elected by the membership. In addition to an appropriate professional qualification, you will have deep personal experience of audit and risk and the judgement and confidence required to recommend and implement solutions. A credible and resilient senior professional with maturity of judgement and a diplomatic style, you will be someone who instils trust and confidence quickly.

Ideally you will already have done this within another large and complex organisation. Perhaps you have worked as a partner at one of the Big Four accounting firms, or you may have worked within a Government department, a regulator or another high-profile professional membership body. Wherever you are now, you will see this role as the significant opportunity it is to help shape the future of a pioneering global brand. The Chair is an independent appointment, made from outside of RICS's membership.

You can find out more about us at <https://www.rics.org/uk/> If, having considered this brief, you believe you have the skills and qualities we are looking for, we very much look forward to hearing from you.

Chris Brooke
Chair of Governing Council (interim)

Committee Membership

Current members of the RICS Audit Committee are:

Amit Shah FCA (Chair) – Independent (departs September 2021)

Brigid Sutcliffe ACA – Independent

Peter Lewis MRICS

Tom Barclay FRICS

Role Profile

In your formal application, we request that you respond directly to the criteria listed under Part One (Knowledge and Experience). Criteria listed under Parts Two and Three will be further explored at interview for selected candidates.

Part One: Knowledge and Experience

- A qualified accountant with deep professional experience gained at Board level.
- Successful track record of strategic leadership and influencing within at least one other substantial, complex and high-profile organisation.
- Solid track record of overseeing / instigating a broad range of audit (both internal and external), internal control and risk management processes and approaches, including those required to fulfil regulatory and compliance obligations.
- Sharp understanding of the Audit Committee role and requirements in the RICS context.
- High level understanding of the strategic context in which RICS operates, including the competing public trust interests of a professional and regulatory body as well as the interests of members and associated reputational risks.

Part Two: Skills and Abilities

- Outstanding chairing skills.
- Able to identify, anticipate and address risks, internal control and internal audit matters effectively on behalf of a large and global recognised institution.
- Able to understand the financial audit process and accounting judgements used to ensure that the annual accounts are effectively interrogated.
- Highly effective communication and interpersonal skills.
- Able to act as a credible and influential representative of the Committee in its key relationship with Governing Council.
- High analytical capacity; able to identify, interpret and evaluate complex or abstract information.

Part Three: Personal Style and Attributes

- Unimpeachable integrity; builds trust quickly and has sharp political acumen.
- Influential and subtle change agent with a self-assured, resilient style, independence and maturity of judgement.
- Capable and confident ambassador for RICS and its commitment to effective governance.
- Open and inclusive style, with a clear and deep personal commitment to transparency.
- Acceptance of the responsibility that goes with this role and availability to commit time and effort to fulfilling the role requirements.



Terms of Appointment

Eligibility

This is an independent non-executive appointment. As such, the postholder cannot be a member of RICS.

Remuneration

The role is remunerated at £7,500 per annum (please note that this is currently subject to review). All reasonable expenses reimbursed in line with expenses policy.

Time commitment

One to two days per month.

Location

Meetings are held in London or Birmingham (or by remote means where appropriate).

Length of appointment

This appointment is offered on a term of three years with scope to be reappointed for an additional three years up to a maximum of six in total.

Reporting

This appointment reports to Chair of Governing Council.

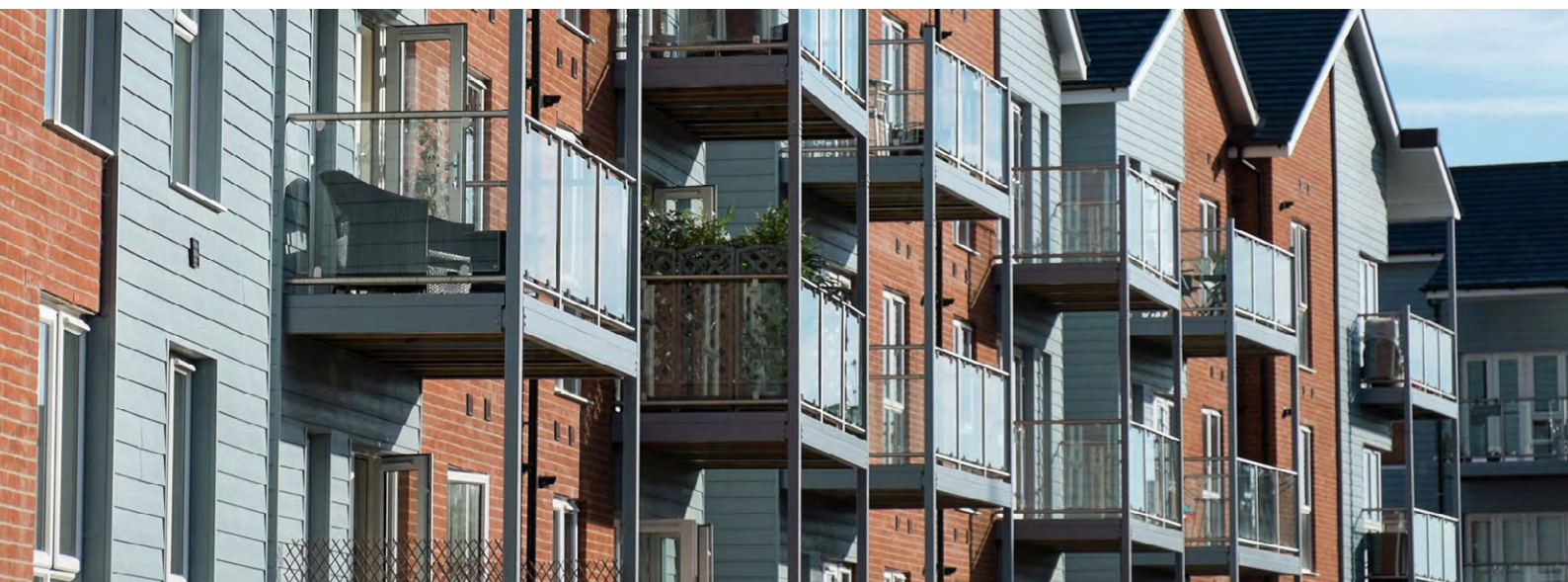
Forward meeting dates

Meetings take place in March, July and November with special meetings as required.

The first scheduled meeting for the successful candidate will be 10.00 GMT on 12th November.

Planning for the 2022 meeting dates is in progress.

One meeting per year may be held in Birmingham.



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 consultant Juliet.Taylor@starfishsearch.com and we will be happy to arrange a call.

To make an application, please go to <https://starfishsearch.com/jobs/rics-audit-com-chair/> 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 this role and how you match the criteria set out in the Role Profile
 - details of two professional referees
- The timescales for this appointment process are compressed; we would be very grateful if you could also tell us about any dates when you are not available to attend interview?

We would also be grateful if you would also complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

Closing date	Monday 2nd August 2021
Longlist agreed	Thursday 5th August 2021
First stage interviews	9th / 10th / 11th August 2021
Agreement of the final shortlist	Third week in August (TBC)
Informal conversations with stakeholders*	Immediately after shortlist
Final panel interviews (by remote means)	Final week of August 2021 (TBC)
Candidate starts in post	As soon as possible on formal appointment

*These informal meetings will be confirmed for selected candidates, but may include the CFO / COO, serving members of Governing Council and the outgoing Audit Committee Chair.

Referees will be contacted for preferred candidate(s) only. We will check with you personally before taking these up. Please note that RICS also routinely completes the following checks:

- Financial/Credit
- Criminal record
- Directorships
- Passport verification
- Media search
- Sanctions & watchlists
- Professional body membership

If you have any concerns about these checks, or wish to discuss a potential disclosure prior to applying, please contact our advising consultants.

Appointments are made in line with RICS' Global Appointments Model which is approved by Governing Council. An Appointment Panel which complies with the requirements of the Global Appointments Model consists of:

- Chris Brooke (Chair), Chair of Governing Council (interim)
- Marina Kilcline, RICS Chief People Officer
- Praveen Subramanya, Member of Governing Council, Expert member
- Marta Phillips, Audit Committee expert (independent of RICS), Panel Chair's appointee
- James Walker, Accredited Appointment Expert appointed by RICS.