



RECRUITMENT PACK

CHIEF EXECUTIVE OFFICER

UKCP
UK Council for Psychotherapy



WELCOME

Dear Candidate,

Thank you for your interest in becoming our Chief Executive. This is an exceptional opportunity for a new Chief Executive to lead our organisation at a time when the need for outstanding standards in psychotherapeutic interventions has arguably never been greater.

As the leading organisation for psychotherapists and psychotherapeutic counsellors in the UK we have a unique position as a membership organisation, a regulator and a charity. We take our role as a champion of the profession seriously, and all of us at UKCP share a deep and passionate commitment to driving high quality psychotherapy for individuals and communities to improve their mental health and wellbeing.

We are focused on becoming "One UKCP". Members are the lifeblood of our organisation, and we are a complex organisation with a diverse and multifaceted membership. We are now looking for an experienced leader who can continue to unify us as a modern, inclusive and progressive membership body and provide clarity of direction as we enter this next period of our development.

The need for high quality psychotherapy remains as important as ever and we are proud of our gold standard accreditation. The profession is continually evolving to meet the changing needs of society. You will bring experience of listening to stakeholders and incorporating their views into forward thinking, strategic plans. Your exceptional governance skills will strengthen our role as a regulator – supporting both those who provide psychotherapy and those who receive it.

We are committed to broadening the diversity of our organisation and are keen to attract people from a wide range of backgrounds. You need not have been a Chief Executive before, what you will bring is leadership, the knowledge and experience of building strong teams, and open, inclusive and transparent cultures alongside a deep sense of service.

Whilst you may have experience in psychotherapy, this is not essential. Most importantly, you will be able to demonstrate a commitment to psychotherapy both as a way of thinking about society and as a method of treatment.

For the right candidate, this is an exciting opportunity to be part of an ambitious organisation where your voice, your ideas and your contribution will have a critical impact on our success.

Jo Lucas
Vice Chair



ABOUT THE UK COUNCIL FOR PSYCHOTHERAPY

The UK Council for Psychotherapy is the leading organisation for psychotherapists and psychotherapeutic counsellors in the UK. Alongside professional support for our members we are the leading research, innovation, educational and regulatory body working to advance psychotherapies for the benefit of all.

UKCP is a charity and is both a membership organisation and a regulator. As a membership organisation we are here to support people at every stage of their career in psychotherapy and psychotherapeutic counselling. Our regulation processes are backed by the Professional Standards Association, and we have a strong centralised complaints system.

Our vision is that we want a world in which emotional and mental wellness is a human right.

Our purpose is to transform lives by unlocking potential.

Our mission is to:

- engage with the public to raise awareness of high-quality psychotherapies, advocate their use and influence policy to improve access to services
- promote excellence by setting standards in ethics and training
- protect the public through robust regulation
- speak out against injustice, and
- represent the profession nationally and internationally



OUR PRIORITIES

Our new Chief Executive will be joining us at a pivotal point in our development and with the Board of Trustees will lead the development of a new strategic plan. We currently have five strategic objectives and while we do not expect to deviate from these, we will be looking to our Chief Executive to revitalise our strategic plan to ensure the successful delivery of our objectives.

IMPROVING ACCESS

To make sure that high-quality psychotherapy and psychotherapeutic counselling in both private and public sectors is available to everyone, no matter who they are.

ENGAGING BETTER

To improve the way, we engage with our individual and organisational members and provide services and benefits which are valued by all.

MAINTAIN STANDARDS OF EXCELLENCE

To protect the public by making sure everyone on our register meets our professional standards, at the same time making sure our register meets national accreditation requirements. To continue setting high standards in the way we govern and organise ourselves.

COLLABORATING FOR SUCCESS

To develop existing external collaborations and actively seek new ones to achieve a more powerful voice to promote psychotherapy and psychotherapeutic counselling.

RESEARCH

To carry out appropriate research and use findings to promote psychotherapy and psychotherapeutic counselling and inform our members' training and development for the benefit of all.

OUR CHARITABLE OBJECTIVES

Our charitable objectives, as set out in our Articles of Association, provide a framework through which our strategic aims can be achieved. They are to promote:

- the art and science of psychotherapy and psychotherapeutic counselling for the benefit of the public
- the importance of extensive research into psychotherapy and psychotherapeutic counselling methods, and the timely, widespread dissemination of relevant findings
- the highest standards of education, training and practice in psychotherapy and psychotherapeutic counselling
- the wider provision of psychotherapy and psychotherapeutic counselling for all sections of the public.

JOB DESCRIPTION

Job title: Chief Executive Officer

Reports to: Board of Trustees

ABOUT THE ROLE

The Chief Executive will lead UKCP as a membership organisation in the provision of services to its members and as a regulator to ensure the provision of high-quality psychotherapies to the public, capitalising on the challenges and opportunities for continued growth and success. The Chief Executive will ensure sufficient income is raised to provide those services, and that excellent relationships are maintained with key partners and stakeholders.

MAIN PURPOSE

- To lead and inspire UKCP to become even more relevant through the changing landscape of mental health and psychotherapy and to ensure the charity's objectives are met.
- To be responsible for staff leadership, management and administration of the organisation in the execution of the Boards' policies.
- To support, lead and champion the UKCP membership for the good of the profession.
- To be responsible with the Board of Trustees for the strategic leadership, direction and development of the charity.
- Together with the Board of Trustees to formulate and regularly review the organisation's mission, strategic plan, targets and policies and to ensure there is a system in place to monitor these.
- To ensure the efficient implementation of agreed strategic aims.

KEY RESPONSIBILITIES

STRATEGIC DIRECTION

- Together with the Board of Trustees set and develop the strategic direction for the organisation.
- To develop and maintain good, responsive and consultative relationships with our member colleges and committees.
- To be an effective and visible ambassador for the UKCP, representing the interests of the profession effectively to government and other policymaking and opinion-forming bodies.
- Continually seek to improve UKCP's performance and effectiveness both in and outside the sector.
- Ensure that UKCP provides the highest quality service so that best practice standards are met.
- Maintain a high level of awareness of the legislation, policies and agendas affecting the sector and ensure that the charity adapts accordingly in response to these.
- Ensure that quality and delivery of training and services for psychotherapists and psychotherapeutic counsellors in training and post registration are of a consistently high standard.
- Establish, develop and maintain effective partnerships with a range of external stakeholders including Government, experts in the profession and other sector and regulatory bodies.
- Be an effective and visible ambassador for UKCP, acting as the public face of the charity and promoting UKCP at every appropriate opportunity.

WORKING WITH MEMBERS

- Develop a clear innovative individual membership proposition which ensures that performance and quality of delivery of member services are of a consistently high standard and of relevance to the members throughout their career.
- Ensure visibility across our membership building a transparent and open culture to engage members and ensure they feel connected to UKCP.
- Manage member relationships actively and ensure that members are fully briefed on all matters relating to the sector.
- Identify relevant issues of concern to members and the profession and drive forward strategies to address them.
- Encourage students and members to generate recognition for the relevance, potential and achievements of their profession in communities and within the NHS.

WORKING WITH THE BOARD OF TRUSTEES

- To work with the Board of Trustees and its various committees in the development of policy positions, ensuring those positions are communicated both internally and externally.
- Ensure the Board of Trustees receives timely, appropriate reports, advice and information on all matters relevant to fulfilling its responsibilities.
- Support and advise the Chair and Board of Trustees on the composition of the Board, its committees and the process of self-assessment and development.
- Ensure the Board of Trustees continues to be engaged and involved in UKCP's business attending regular meetings, committees and by promoting the profession and UKCP as appropriate.

LEADING AND MANAGING THE ORGANISATION

- To ensure the organisation discharges its constitutional and legal obligations, ensuring its regulatory role is delivered in an ethical and financially viable manner.
- To provide leadership to the staff team, reviewing and appraising the work of staff reporting directly to the Chief Executive.
- To lead on the budgetary process and contribute to the development of the financial strategy of the organisation.
- Seek to expand the core business, including identifying new membership opportunities, funding streams and working to diversify channels of income
- Ensure the maintenance of firm budgetary and financial control
- To safeguard ethical conduct in all aspects of the organisation's work and to ensure effective systems are in place for the management of risk.
- To champion diversity and equality within the organisation and the wider profession as a key value of the UKCP.
- Ensure that the organisation is flexible and responsive, with a structure that is fit for purpose and can enhance service provision to its membership
- To ensure that new technologies are exploited to the full in the development of the organisation and the services it provides.

MARKETING AND COMMUNICATION

- With the Board of Trustees, generate a positive media presence for UKCP, its members and the profession, and enhance public recognition of the values of the organisation.
- Lead the UKCP and ensure its relevance by further enhancing its reputation and profile, championing the profession of Psychotherapy and Psychotherapeutic Counselling.



PERSON SPECIFICATION

The specification below covers a wide range of experience and skills. We anticipate and welcome applications from candidates who do not meet every requirement in full. We encourage you to apply and demonstrate in your application what you would bring to the position.

BACKGROUND AND EXPERIENCE

- Leadership experience as a CEO or leader of a senior team in an organisation of comparable size and complexity.
- Experience of leading an organisation or team through a period of transformation and change.
- Experienced at building productive relationships with members, regulators, policy makers and potential funders, and with organisations with shared values.
- Strong commercial acumen with a demonstrable track record of diversifying and increasing income streams.
- Evidence of accountability for complex budgets, with proven leadership over financial strategy and the budgetary process.
- Knowledge and understanding of the principles of good governance with experience of working effectively with Chairs, Boards and committees or their equivalent.
- Experience of running or being involved in a professional body or other membership organisation is desirable, but not essential.
- An understanding of the regulatory environment.
- An understanding of the mental health and social care sector.

SKILLS AND ABILITIES

- A supportive and flexible leadership style with personal stature and the ability to continue to develop the charity.
- An ability to work cooperatively and collaboratively with a range of stakeholders.
- A clear communicator with strong interpersonal skills with ability to influence and persuade at all levels.
- An astute networker with experience of impactful lobbying and campaigning.
- Resilient and persistent, calm and able to cope effectively with pressure while responding positively to challenging ideas and demands; not likely to be deflected from achieving key results.
- Intellectually able, of sound judgment and a creative problem solver with the ability to deliver within a changing and ambiguous environment.
- Commercially astute and financially able, possessing sound numerical and analytical skills.
- Ability to enthuse, inspire and motivate staff and promote consultative and involving leadership with the ability to nurture personal and team resilience.

STYLES AND BEHAVIOURS

- An inclusive, transparent and open leadership style.
- Actively role models and promotes a commitment to equity, diversity and inclusion and proactively engages diverse views to inform thinking and decision making.
- Innovative in thinking, encouraging of others, and with an approach which encourages bold thinking across the organisation.
- Passionate about the aims and values of the organisation.

TERMS OF APPOINTMENT

SALARY

The salary for this role is c£95,000 per annum on a full-time permanent basis.

LOCATION

The role is based in London. There is scope for some flexible/remote working as appropriate to the requirements of the role, and with agreement of the Board.

PENSION

Employer contribution equivalent to 8 per cent of salary paid into a pension scheme (company or private).

ANNUAL LEAVE

25 days annual leave, plus 8 days bank holidays and additional leave over the Christmas period scheme.

ADDITIONAL BENEFITS

- Flexible hybrid working
- Training and development opportunities
- Childcare vouchers
- Eye care policy
- Interest-free season ticket loans
- Cycle to work scheme.

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 Juliet Brown at Starfish Search on juliet.brown@starfishsearch.com and we will be happy to arrange a call. To make an application, <https://starfishsearch.com/jobs/ukp-ceo/> and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A supporting statement (no more than two sides) that sets out why you think this role is the right move for you and how you meet the knowledge and experience criteria.

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 6th February 2023
Preliminary interviews:	w/c 20th February 2023
Final Panel interviews:	End of w/c 13th March or 20th March 2023