



CANDIDATE PACK FOR PRIOR OF ENGLAND & THE ISLANDS AND CHAIR OF ST JOHN AMBULANCE



**St John
Ambulance**



 **Starfish**

WELCOME

Dear Applicant,

Thank you for your interest in this vital appointment. This senior leadership role is an exciting opportunity to work within a United Nations accredited global healthcare movement in England at a time of critical national and international need.

The Priory of England and The Islands was established in 1999 and is one of the ten autonomous priories of The Order of St John (The Most Venerable Order of the Hospital of St John). The Prior chairs the governing Council of the Priory of England and the Islands (Priory Council) and is chair of the Board of its main operating subsidiary, St John Ambulance, the nation's leading first aid charity. Founded almost 150 years ago, in 2023, St John Ambulance in England and the Islands had revenues of around £100m.

The current Prior, Stuart Shilson, was appointed in February 2022 with a three-year mandate to rebalance the organisation following the Covid-19 pandemic. This has involved substantial Board member engagement and activity which Stuart has led with commitment, determination and skill. Following the arrival of our new CEO, Shona Dunn, in September 2024, Stuart will be handing over to a successor during Q1 2025.

St John is therefore seeking an individual with exceptional skills and experience to provide ongoing leadership of the various parts of this unique and diverse organisation. You will be an experienced and highly strategic non-executive leader who will have credibility and command the respect of Government, the business and commercial community, major institutions, and other national charities. An excellent influencer, you will be able to leverage this to build relationships and alliances, amplifying the impact of our work. Most importantly, you will lead as an exemplar of the values of The Order, embodying the Christian principles of the Order's founders.

If you believe you have the experience, skills and qualities we're looking for, and are excited to build on the strong foundations we have laid so far, then I very much look forward to hearing from you.



Ingrid Waterfield
Trustee and Selection Committee Chair, St John Ambulance



ABOUT THE PRIORY OF ENGLAND AND THE ISLANDS OF THE ORDER OF ST JOHN

The Priory provides a home in England and the Islands for a working, Crown Order of chivalry that, with its sister organisations in other countries, spans over 40 (largely Commonwealth) countries and has an inclusive Christian ethos and heritage going back over 900 years. Internationally, the Order still provides healthcare in the West Bank, Gaza and East Jerusalem, through the St John of Jerusalem Eye Hospital and its outreach clinics.

The Priory Council is responsible for the integrity and good running of the Order's Honours system, for maintaining St John's historic buildings (St John's Gate, the church and the museum) and for oversight of all those involved in supporting St John in a variety of ways.

The Priory delivers a number of ceremonial events, in particular the Annual Assembly on St John's Day each June which culminates in a service of rededication at St Paul's Cathedral, as well as Investiture Services throughout the year, conducted on behalf of the Sovereign.

Overall, the objects of the Priory are to encourage the spiritual and moral strengthening of humanity and to encourage and promote the relief of people in distress, suffering or danger. This is expressed in the mottoes 'Pro Fide, Pro Utilitate Hominum' (for the faith, in the service of humanity), and expresses itself in service 'to our lords, the sick and the poor.'



ABOUT ST JOHN AMBULANCE

St John Ambulance currently has four main strands of activity: delivering first aid training in what is effectively a social enterprise, being auxiliary to government in providing contracted-for ambulance services, delivering first aid support at national and local events, and investing in young people in order to support their development and inspire them to make their best contribution going forward, including in this country's health services.

During the Covid-19 pandemic, more than 5,000 St John People gave their time to the front line supporting local communities and the NHS, providing ambulances and crew, supporting the delivery of care in hospitals and providing logistics to ensure supplies of equipment. St John also mobilised and deployed 27,000 volunteers as part of the Covid-19 vaccination programme. This represented the largest ever peace-time event for the charity.

St John Ambulance runs one of the most successful training businesses in the UK, operating as a social enterprise within the charity's governance. In 2023, we educated more than 200,000 people with revenues in excess of £45 million in commercial activity.

St John Ambulance is also a major partner of 24/7 ambulance support to NHS trusts as well as specialised services such as neo-natal transport.

The charity provides first aid and medical services at thousands of public events each year, from the London Marathon and Premier League football to village fetes and county shows.

St John Ambulance is also a leading provider of youth programmes, including a 100+ year old Cadet movement, with over 10,000 young people engaged in a range of programmes from ages 5-18. In addition, we are active in a number of universities with many hundreds of students participating in our student programmes.

OUR CURRENT CHALLENGES AND OPPORTUNITIES

The environment in which St John operates has given rise to significant and complex challenges as the organisation has emerged from the Covid-19 pandemic, including inflationary pressures and ongoing global instability.

Financial pressures continue as they do for the wider civil society sector, but over the last year St John has engaged with our volunteers to better understand how it might restructure locally to empower its county teams to put them at the heart of our recovery. We have undertaken a programme of central cost efficiency, simplification and property rationalisation measures; restructured financial management to provide greater transparency and insight; and recruited a new CEO, Shona Dunn, former Second Permanent Secretary from the Department of Health and Social Care.

Ongoing transformation efforts have been consolidated into a single, multi-year programme with its own governance and at the heart of this transformation is a determination swiftly to build a sustainable long-term operating model with a simplified, more empowered organisation with clearer individual responsibilities and accountabilities. We've also undertaken a review of governance and have plans to move to the next phase under the leadership of a new chair.

St John has fabulous assets to build on, not least its strong brand and its extraordinary, committed volunteers. The demand for the services it provides are ever present, and there is increasing realisation of the contribution that St John can make to community resilience and to providing pathways into healthcare careers for young people. In the longer term, there is an opportunity for St John to show leadership in the sector by redefining volunteering and the volunteer experience for the next generation.

There is therefore a substantial opportunity for the new Prior and chair to build on the significant progress and the privileged assets and position of the organisation in a sector that is of critical public importance.

JOB DESCRIPTION

Role Title: The Prior of the Priory of England & the Islands of the Most Venerable Order of the Hospital of St John of Jerusalem, and Chair of St John Ambulance

Accountable To: Priory Council and Board of Trustees on behalf of HRH The Duke of Gloucester, Grand Prior of The Order of St John

ROLE PURPOSE

The Prior/Chair is the volunteer head of the Priory of England and the Islands, one of the eleven International Priors of The Order of St John, an Order of Chivalry of the British Crown. The Prior chairs the Priory Council and the Board of St John Ambulance. The Prior represents the Priory within the Order of St John, with a seat on the Grand Council of the International Order of St John, and acts as an ambassador for both the Priory and St John Ambulance.

The Priory is the holding body for the operational charity St John Ambulance, with revenues of around £100m. As Chair of St John Ambulance, the Prior also leads one of the nation's most respected and significant charity brands, providing more clinical volunteers into communities than any other national charity. The Board is accountable for all clinical, educational and youth work and sets the strategic intent for the charity's aspiration to serve our communities with healthcare volunteers and services that save lives.

MAIN RESPONSIBILITIES OF THE PRIOR/CHAIR

- Work with the Board to agree the overall strategic direction of St John and to ensure that St John is structured and resourced to deliver that strategy.
- Ensure the Board has the culture, processes, structures and relationships for effective governance.
- Lead an effective Board that strikes an appropriate balance between assurance and support to the executive team and ensures that Trustees meet their legal, regulatory and fiduciary duties (including actively championing safeguarding and setting the tone for regulated activity with leadership).
- Ensure that the Board effectively monitors the implementation of strategy and objectives by the executive and holds it to account for delivery.
- Advocate for St John, representing the charity both externally and internally, act as a spokesperson, and liaise with the Royal Patrons.
- Oversee arrangements for the fair and open recruitment of trustees with the required skills and capabilities, working with the Nominations Committee, and mentor and support the Board members to maximise their effectiveness and contribution.
- Oversee the work of standing committees of the Board and ensure that appropriate reporting lines to the Board are in place.
- Represent the Priory at Grand Council, attend the Order's Trustee Executive Committee and attend the annual meeting of Grand Council.
- Invest members into The Order of St John on behalf of His Majesty and be the Priory's lead at ceremonial events.
- Provide advice and support to the dependent Commanderies, "The Islands" (legally independent entities).
- Provide support where appropriate to partner charities, notably The St John Care Home Trust, the Defence Medical Welfare Service and to the St John Eye Hospital Group.
- Promote St John's values, vision and reputation through effective and inclusive leadership.
- Personally uphold the highest standards of integrity and probity.

THE STATUTORY DUTIES OF A TRUSTEE

- Ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensure that the organisation pursues its objects as defined in its governing document.
- Ensure that the organisation uses its resources exclusively in pursuance of its objects: it must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities may be.
- Contribute actively to the Board of Trustees' role in giving strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- Safeguard the good name and values of the organisation.
- Ensure the effective and efficient administration of the organisation.
- Ensure the financial stability of the organisation.
- Protect and manage the property of the charity and to ensure the proper investment of the charity's funds.
- Appoint the Chief Executive and monitor their performance.



PERSON SPECIFICATION

PART ONE

KNOWLEDGE AND EXPERIENCE

- Have substantial experience at Board level or as a charity Trustee, ideally as a Chair.
- A strong track record in influencing, networking and in building relationships and alliances.
- Credibility with a broad range of stakeholders (including government and its agencies, business, and other national charities).

PART TWO

SKILLS AND ABILITIES

- A robust understanding of the role of the Trustee and demonstrable expertise, counsel and sound judgement.
- Able to provide robust oversight, help ensure effective governance arrangements are in place, and rigorously monitor the company's performance and controls.
- Strategic outlook with the ability to contribute towards the creation of future strategy and business plans, as well as the ability to assess competing pressures (financial, operational, personnel).
- Outstanding team, collaborative, interpersonal and relationship-building skills.
- Analytical and creative with strong problem-solving abilities.
- Able to motivate volunteers and employees in the charity to deliver its charitable activities successfully.
- Able to understand when further change is needed and when continuity and stability are preferable.

PART THREE

LEADERSHIP STYLE AND BEHAVIOURS

- To be able to lead as an exemplar of the values of The Order, built upon the mottoes 'Pro Fide. Pro Utilitate Hominum', which embodies the Christian principles of the Order's founders.
- Strong and demonstrable personal commitment to diversity and inclusion.
- To be able to motivate volunteers and employees in the charity to deliver its charitable activities successfully.



TERMS OF APPOINTMENT

REMUNERATION

This is a voluntary role with no salary, but reasonable expenses will be paid in line with St John's policy.

TIME COMMITMENT AND LOCATION

The appointment is for an initial term of three years, with the possibility of one further term.

The time commitment is **2+ days per week**, with some UK and overseas travel. Much activity might be undertaken working remotely or at home.

HOW TO APPLY

To make an application, please go to <http://starfishsearch.com/jobs/sja-pri-eng-isl-cha> and click on the apply now button, with the following prepared:

- Your CV (no more than three sides).
- A covering letter that sets out your motivation for the role and describes the specific experience you can bring to the appointment.

We would also be grateful if you would 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.

Deadline for applications is **Friday 25th October 2024**

RECRUITMENT TIMETABLE

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| Closing date: | Friday 25th October 2024 |
| Preliminary interviews: | w/c 4th November 2024 |
| Final Panel interviews: | w/c 25 November 2024 (TBC) |

