



CANDIDATE PACK FOR CHIEF OPERATING OFFICER



WELCOME

Dear Candidate,

I am thrilled that you are considering joining Kidney Research UK as our new chief operating officer (COO) at such a pivotal and exciting time. As we embark on our next phase of development, we are looking for a strategic and ambitious leader to help us drive real and positive change.

Kidney disease is growing rapidly in the UK with the factors contributing to it, such as diabetes, heart disease and obesity, also increasing, making the need for our work and our commitment to ending it more essential than ever.

To respond to this mounting public health issue, we are now embarking on a critical and exciting stage of growth and change that will ensure we can address the growing need to prevent kidney disease and improve treatments.

Patients face unacceptable challenges, and their stories fuel our determination to push harder, innovate faster, and transform kidney health. We are expanding our reach, increasing our impact, and strengthening our organisation to meet this urgent need.

Our passionate community of staff, volunteers, researchers, ambassadors, and patients work together to turn groundbreaking research into life-changing treatments. As chief operating officer, you will be at the centre of this, ensuring that the 'engine' of Kidney Research UK operates at peak efficiency and that we capitalise on opportunities to innovate so we can do even more to change lives. Working with colleagues, you will play an influential role in a range of key strategic projects including the scale up of [NURTURE](#) our biobank, managing the financial aspects of our growing portfolio of social investments and the creation of our data and AI strategy. This role offers a fantastic opportunity to help shape Kidney Research UK as we grow.

We are looking for an experienced leader who is commercially astute and purpose driven with a strong financial background who can lead and contribute to strategic planning. The new COO will have a fantastic opportunity to help shape Kidney Research UK, as we grow.

Like all ambitious charities, we face challenges—the increasing demand for research, the pressures on our healthcare system, and the realities of a shifting economic landscape. But we see these challenges as opportunities to innovate, adapt, and push boundaries. We are not here to maintain the status quo—we are here to transform lives. You will be a key person in ensuring we are effective in achieving our aims!

We are open to candidates from a range of sectors but wherever you are now, you will be a bold forward-thinking leader who shares our passion for change. If you believe you have what we are looking for and motivated to be part of something truly transformative, we would love to hear from you.

With best wishes

Sandra

Sandra Currie

ABOUT KIDNEY RESEARCH UK

Kidney Research UK is the leading charity in the UK focused on funding research into the prevention, treatment and management of kidney disease. Our vision is the day when everyone lives free from kidney disease and for more than 60 years the research we fund has been making an impact. But kidney disease is increasing as are the factors contributing to it, such as diabetes, cardiovascular disease and obesity, making our work more essential than ever.

At Kidney Research UK we work with clinicians and scientists across the UK, funding and facilitating research into all areas of kidney disease. We collaborate with partners across the public, private and third sectors to prevent kidney disease and drive innovation to transform treatments.

Over the last ten years we have invested more than £71 million into research. We lobby governments and decision makers to change policy and practice to ensure that the estimated 7.2 million people living with all stages of kidney disease in the UK have access to the most effective care and treatment, and to make kidney disease a priority.

Most importantly, we also work closely with patients, ensuring their voice is heard and is at the centre of everything we do, from deciding which research to invest in to how we plan our priorities and our work across the charity.

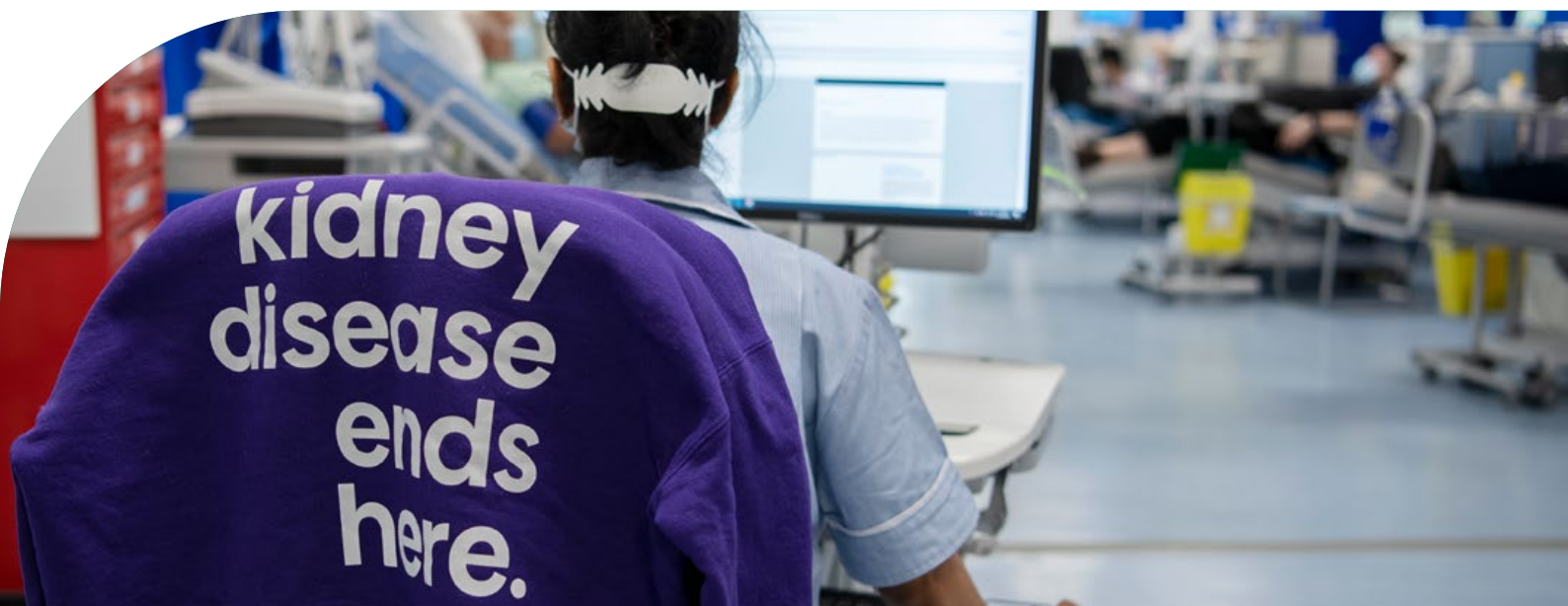
Those patient contributions are vital, always helping us and our partners to understand what life is like with kidney disease, always ensuring we see the patient behind the treatment and always reminding us that behind every statistic and every number is a person – the patients and the carers who inspire our mission and push us forward to make a difference and change the future of kidney disease.

We are committed to providing equal opportunities for everyone and encourage applications from all sections of the community.

OUR VALUES

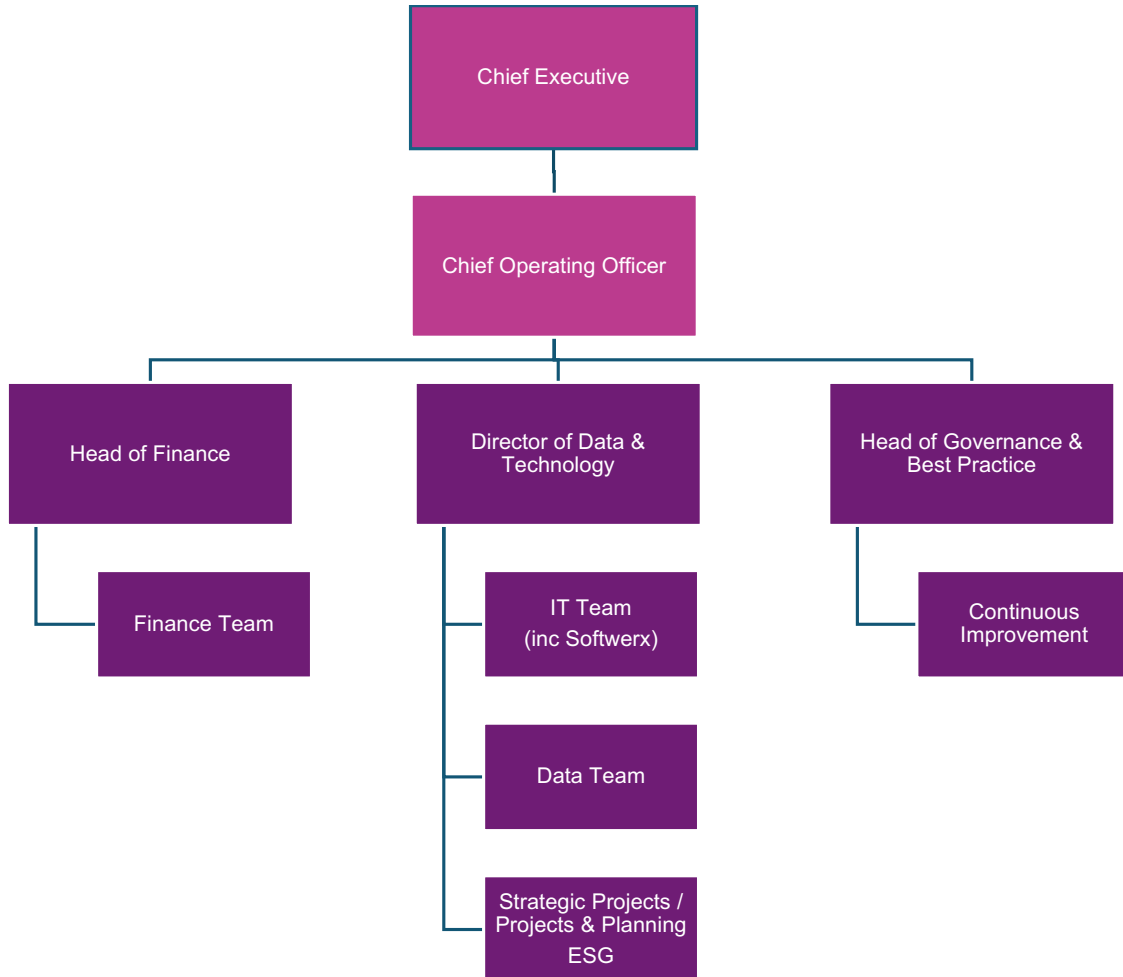
Our values provide the basis for the decisions we make, our actions and our behaviours. They underpin everything we do.

- **Ambition.** To achieve more. Sooner. We want to make change happen bigger, faster and bolder than ever before, grounded in the hopes and needs of the kidney community.
- **Bravery.** We're not afraid to stand up to be counted. We're going to expect more of ourselves, of the Government, of the NHS, of our researchers.
- **Passion.** We care and we want the kidney and research communities to know that we do. Our passion comes across in our actions, desire for change and determination to do better by people suffering from kidney disease.
- **Urgency.** Every day brings added misery and pain to more people as the number of kidney disease diagnoses rise. Too many lives continue to be ruined. We have to step in and help right now.



TEAM

- The Chief Executive and Executive Team have responsibility for the overall vision and strategy of the charity, ensuring that Kidney Research UK is delivering against this strategy for kidney patients in our mission to end kidney disease.
- This new role will provide development and leadership for the charity, with joint responsibility for articulating and achieving the vision and charity's business objectives.
- We are seeking an experienced and confident leader to join the Executive Team in implementing the charity's strategy, through financial and operational oversight.



Kidney Research UK

JOB DESCRIPTION

Location:	Contracted to our Peterborough office with flexibility for hybrid working
Reporting to:	Chief Executive
Grade:	1
Hours:	Full time: 37.5 hours per week

JOB SUMMARY

As the chief operating officer you will lead, support and develop a diverse team of enabling functions across the organisation, Finance, Legal, Governance, all operational aspects of the commercial activity of the research teams, IT and Data. You will ensure that these functions work effectively together, across Kidney Research UK to support the delivery of the organisation's strategy and business plan.

Your style and approach will exemplify the charity's values. Our leaders need to be inspirational, bringing enthusiasm, energy and conviction – to lead by doing, not just saying. With a 'can do' attitude and collaborative management approach, our leaders engage their teams and make their work fulfilling and rewarding.

We are looking for a chief operating officer who will help us work more effectively and efficiently for impact, leading on the development of a data and AI strategy for Kidney Research UK in collaboration with the Director of Data & Technology and the Group Director of Research. You will also oversee the creation of a subsidiary to support the commercial scale-up of the [NURTURE](#) biobank and manage the financial aspects of the charity's expanding portfolio of social investments, and growing external partnerships and collaborations in this context.

You will demonstrate a track record leading in a fast-paced environment and managing a team to high performance, demonstrating competence in strategic planning, business development and regulatory issues.

KEY ACCOUNTABILITIES

The chief operating officer will take responsibility to:

Leadership and strategy

- Provide financial leadership for the organisation and strategic advice to the Board of Trustees, ensuring the development of business plans, budgets and KPIs
- Lead on the implementation of corporate strategies, with appropriate strands for each enabling function so that they support the strategic and operational objectives
- Oversee the charity's financial strategy and budgeting, ensuring alignment with our mission and agreed objectives, plans and targets
- Contribute to the ongoing development of the corporate services of Kidney Research UK at a senior level, representing the expertise, views and considerations of the various areas to the wider senior team
- Develop strong relationships with the Executive Team providing continuous support and guidance to enable them to expand and develop their responsibilities
- Provide strategic guidance on the charity's approach to technology and the use of data across the business, drawing on external experts as necessary

Operational

- Ensure financial leadership, including annual budget setting, effective management of resources and monitoring of accounts
- Ensure that the budget, audit and financial reporting cycles and all payment processes are appropriately managed
- With the Chief Executive, be responsible for the management of risk and ensure the charity has an appropriate risk framework
- Ensure high standards of governance (with the Board), including charitable objectives and compliance with relevant statutory and regulatory responsibilities
- Work closely with the Finance and Risk committee and investment managers to ensure investments are managed in line with agreed policy and benchmarks
- Oversee the annual statutory audit and the preparation of the Annual Report in line with current Charities SORP
- Develop a high performing team to deliver services to the charity in a proactive and supportive way
- Work with the Executive team and trustees in the development of effective output and impact reporting measures to enhance charity performance
- Ensure compliance in all areas including regulatory reporting, GDPR, VAT and Tax, Gambling Commission, Fundraising Regulations
- Ensure contracting supports collaborations while safeguarding the assets of the charity including Intellectual Property
- Oversee negotiations of commercial collaborations, and property leases to maximise the charity's position
- Fulfil all duties of the company secretary role

Things we all do

- Promote Kidney Research UK's vision, purpose and values
- Attend and assist at Kidney Research UK events and activities as required (NB this may involve evening and weekend work)
- Be an effective ambassador for Kidney Research UK at any activity you attend
- Develop an in-depth understanding of our work
- Follow the principles of LEAN and continuous improvement
- All staff are expected to adhere to Kidney Research UK's policies and procedures

Measures of performance

- High level of performance against agreed personal objectives
- Successful implementation of financial strategy
- Strong charity performance against goals and objectives
- Support the relevant teams to maximise IP and the charity's investment in research
- Successful delivery of strategic projects and initiatives



PERSON SPECIFICATION

KNOWLEDGE AND EXPERIENCE

- Experience of working in senior leadership roles, holding financial accountability
- Governance and legal expertise
- Demonstrates potential for commercial awareness, financial acumen and business management skills in the running of a charity with a vision for considered growth, innovation and a degree of risk
- Ideally, a background working in the charity sector, although not essential
- Experience of embedding new processes/systems and implementing organisational change

SKILLS AND ABILITIES

- Qualified accountant (ACA, ACCA, CIMA or other relevant qualification)
- Ability to lead and contribute to strategic planning
- Proven ability to build relationships and influence stakeholders in the voluntary, public and private sectors; a confident communicator with excellent interpersonal skills

LEADERSHIP STYLE AND ATTRIBUTES

- Demonstrates leadership of productive, diverse teams with confidence in addressing equity and inclusion and realising and promoting the values of diversity in every aspect of our work
- Exceptional strategic thinking, decision-making and problem-solving skills, especially under pressure; ability to set a detailed vision and direction across large, complex sets of work
- Able to support all staff to adopt innovative and change programmes, when appropriate to deliver the strategic growth plans

COMPETENCY PROFILE

- Personal effectiveness
- Planning and decision-making
- Communications and influencing
- Building and maintaining relationships
- Developing yourself and others
- Innovation
- Specialist knowledge



TERMS OF APPOINTMENT

SALARY

The salary for this role is circa £105,000, per annum on a full-time permanent basis.

LOCATION

This is a hybrid role. Kidney Research UK is based in Peterborough city centre, a short walk from the bus and train station, with direct services from Cambridge, Norwich, Birmingham, Leicester, Leeds, Liverpool, York, Newcastle and Edinburgh. London King's Cross is just 45 minutes away.

The building is adjacent to the A15, just a few minutes from the A1 and direct connections to the national road network. Cyclists also benefit from Peterborough's Green Wheel, a network of routes in and around the city, providing safe links to all areas.

PENSION

The charity makes a generous contribution of 6% to a group pension plan. Employees will need to contribute a minimum of 2%, to meet the current pension regulations. All employees are enrolled in the pension scheme as soon as they join the charity, regardless of their salary levels, whether they are on a permanent or fixed-term contract.

FLEXIBLE WORKING

Flexible working hours with start and finish times around core hours of 9.30-4.30.

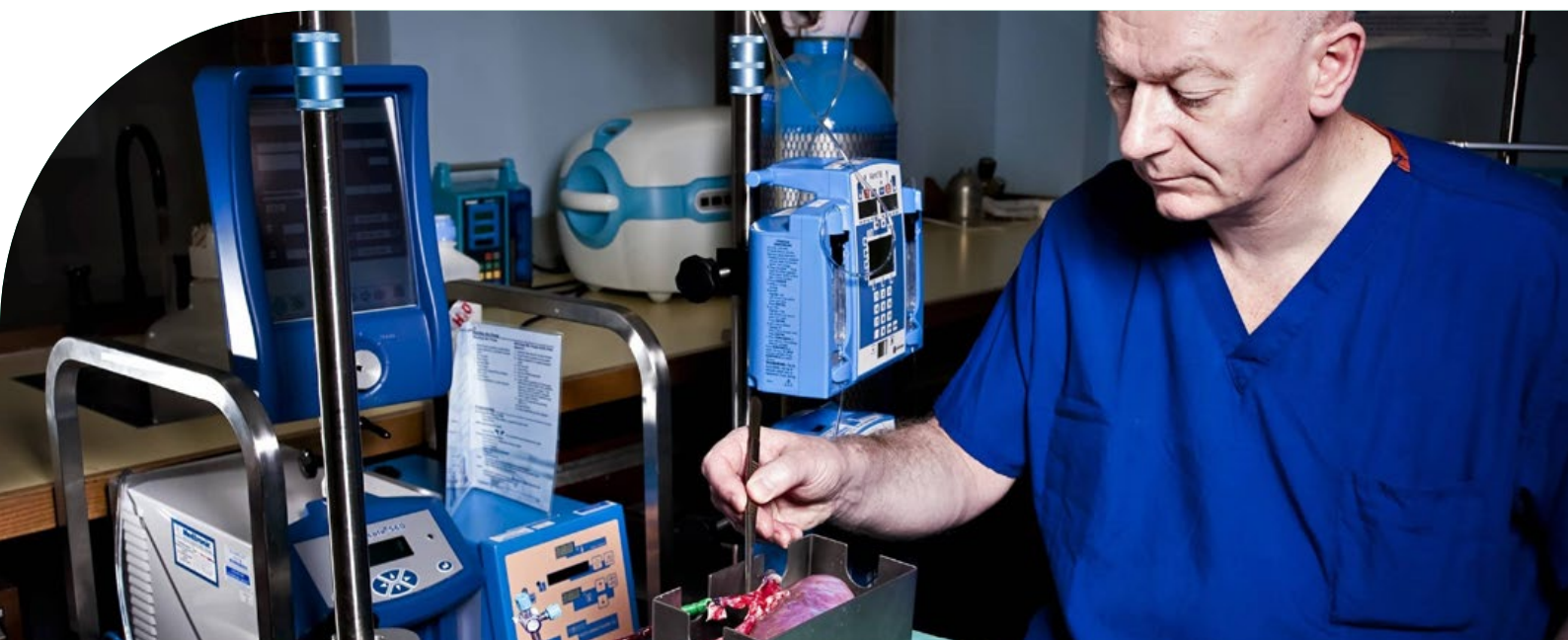
ANNUAL LEAVE

All full-time employees start with paid bank holidays plus another 25 days' holiday, increasing with every year of service to a maximum of 30. This is calculated on a pro rata basis for part time employees. Employees have the option to "buy" or "sell" up to one week annual leave, in a pre-set window prior to the start of the holiday year.

PRIVATE MEDICAL INSURANCE

All staff can choose to opt in to the private medical insurance, arranged and paid for by the charity, which includes dental and optical cover. Staff can include their partner and / or children at their own expense.

[Click here to view our wider benefits](#)



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 chris.milo@starfishsearch.com and we will be happy to arrange a call. To make an application, please go to <https://starfishsearch.com/jobs/kid-res-uk-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 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:** Tuesday 22nd April 2025
- Preliminary interviews:** w/c Monday 28th April 2025
- Final Panel interviews:** Friday 16th May or w/c Monday 19th May 2025

