



# Welcome

Dear Applicant

Thank you for your interest in joining the Board of Thomas Telford Ltd (TTL). We are the trading company of the Institution of Civil Engineers (ICE). We were created in 1971 to provide additional income to support the Institution's charitable activities. We have grown strongly in turnover and profit in recent years and we have ambitious plans in place to accelerate further growth.

We deliver a portfolio of products and services:

- The NEC contracts and project management services, widely used for projects in the built environment in the UK and overseas (<https://www.neccontract.com/>)
- A conference venue in the ICE's HQ building at One Great George Street, in the heart of Westminster (<http://www.onegreatgeorgestreet.com> )
- ICE Training provides technical and non-technical skills development for ICE members and non-members, both online and face-to-face (<https://www.icetraining.org.uk> )
- Our job-board provides online recruitment services for the Civil Engineering and projects sector (<http://icerecruit.com/>)

The ICE is supportive of our growth strategy and encouraging the business to invest to support further growth and development. All the profits from the business are donated to the ICE.

We are part way through a digital transformation programme to capitalise on the increasing impact of digital workflow tools in the infrastructure sector and the continued growth of collaborative approaches to contracting. We are also experiencing unprecedented levels of interest in new export markets, creating exciting opportunities and challenges.

To help us deliver our strategy, we are now seeking two talented individuals with specific skillsets to join a high calibre Board for an initial period of three years. One appointee must be an ICE member; a second will be an independent non-executive director. This pack sets out the backgrounds we are looking for. We are open to first time non-executives, where depth of expertise in the relevant areas is clearly demonstrated.

If you believe you can bring the skills, experiences and personal qualities we need, we very much look forward to hearing from you.



## Who we are looking for

The TTL Board has both Executive and Non-Executive Directors and the NED community includes both members and non-members of the ICE.

We have two vacancies for new Non-Executive Directors to join the Board.

Note: we are looking for one of the new NEDs to be a member of the ICE.

### Your knowledge and experience

- You must offer one of the following backgrounds to be considered:
  - o significant experience, gained within the infrastructure industry, of digital/data/AI;
  - or
  - o significant strategic and leadership experience gained in the field of sales, 'go-to-market' and commercial growth, ideally in the information services sector (including knowledge of SAAS businesses).
- Both appointments require experience of growing and scaling businesses in the UK and overseas (experience of scaling revenues from £20 million upwards are of particular interest).
- Deep understanding or experience of good corporate governance.

### Your skills and personal attributes

- Open, honest and approachable style.
- Willing to question and provide constructive challenge.
- Leadership style and business approach that fits with the company's values and principles.
- Sympathy with the ethos and risk appetite of a not-for-profit shareholder.

# Terms of appointment

## Time commitment

Board members attend 6-7 board meetings per annum. Regular board meetings are generally 3 hours in duration and there is a longer annual strategy day in February. Shorter ad hoc meetings may be held as needed during the year. You may also be required to engage with the Directors and ICE trustees.

## Remuneration

Remuneration is set in line with ICE Policy. For further information, please contact Starfish Search.

## Equal Opportunities

The Panel warmly welcomes applications from all who are interested in the role and encourages applications from women and those of BAME backgrounds.

# How to apply

To make an application, please click on the apply button, with the following prepared:

- your CV or equivalent biographical information
- a covering letter that sets out your motivation for applying for this appointment, and why you think your knowledge and experience make you suitable
- please specify clearly whether you are applying as an ICE member or in an independent capacity

We would 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.

The closing date for applications is **Monday 11th May 2026**.

# Recruitment timetable

Closing date for applications is Monday 11<sup>th</sup> May 2026.

Informal discussions with Starfish Search for selected applicants will take place in w/c 18th May 2026.

Agreement of the final shortlist will be by Friday 29th May 2026.

Formal interviews for shortlisted candidates are likely to take place on Friday 19th June and Friday 3rd July 2026.