



**JLP** FOUNDATION

Chair

**John Lewis Partnership Foundation**

July 2026



# Welcome

Dear Applicant,

Thank you for your interest in becoming the next Chair of the John Lewis Partnership Foundation.

The John Lewis Partnership Foundation is an independent UK registered charity and company limited by guarantee, established by the John Lewis Partnership. It brings together the ambitions previously championed through separate charitable funds, creating a single foundation that reflects our purpose of working in Partnership for a Happier World. Through close collaboration with the Partnership, the Foundation exists to create lasting social and environmental impact where it is needed most.

At the heart of the Foundation is a simple ambition: A world where work is good for people and the planet. By bringing together funding, expertise, and the commitment of Partners, we aim to build the capabilities needed for the changing world of work – promoting fair opportunities for people, and helping the natural world to flourish.

While the Foundation has its own independent governance and accountability, its work complements the Partnership's wider social impact ambitions. As the Foundation enters an exciting new chapter, a refreshed strategy will shift its focus from predominantly reactive grant-making towards long-term, strategic partnerships that deliver measurable, sustainable outcomes and greater impact.

We are now seeking an exceptional Chair to help lead this next phase of the Foundation's journey. You will provide strategic leadership, guide the implementation of the new strategy, and help establish the Foundation as a leading force for positive change. Alongside proven experience of leading at board level (ideally as a Chair) you will be someone who enjoys building organisations, working collaboratively, and contributing practically as the Foundation continues to evolve.

You will bring credibility and ability to influence at the most senior levels, sound judgement, and the ability to inspire confidence across a wide range of stakeholders. Most importantly, you will share our belief that business can be a force for good and have a genuine commitment to creating positive social and environmental impact. You will be able to articulate an ambitious vision, bring people with you, and foster the partnerships that will help turn that vision into reality.

This is a rare opportunity to shape an organisation with the potential to become a nationally recognised catalyst for change—one that reflects the John Lewis Partnership's enduring belief that work can be good for people, communities, and the planet.

If you share our ambition and have the experience and qualities we are seeking, we look forward to hearing from you.

# The Foundation in brief

The John Lewis Partnership Foundation is a UK registered charity and company limited by guarantee, set up by corporate sponsor, the John Lewis Partnership (the Partnership).

The Foundation acts as a living embodiment of the Partnership's 'Happier World' purpose, sharing a collaborative relationship and a mutual ambition for growth and impact.

While the Foundation has independent accountability, its work strategically complements the Partnership's social impact ambitions.



Our work has historically been delivered through separate funds, each focusing on the areas that we and our customers care strongly about.

- The Employability Fund (previously called the John Lewis Foundation) was established to support projects that invest in vulnerable young people.
- The Golden Jubilee Trust gave John Lewis and Waitrose Partners the chance to be seconded to their chosen UK registered charity for up to six months, either full or part time.
- The Nature Fund (previously the John Spedan Lewis Foundation) supports the understanding, protection, and restoration of the natural world in a socially just way.
- Building Happier Futures is how we fund UK projects for care-experienced people, making a difference to vulnerable children and young people who don't have the safety net of family support.

Following a recent strategic review, our ambitions will be delivered through the new Foundation in alignment with three strategic pillars:

- Our People Deploying JLP Partner (employee) expertise through mission-aligned secondments to strengthen charity capacity.
- Our Resources Funding strategic partners through multi-year commitments to maximise long-term, measurable impact.
- Our Voice Convening voluntary & community sector (VCS) partners to share learning, build the field, and champion good work.



# The role

**Role title** Chair

## Role purpose

The Chair of the Foundation will lead the Foundation's Trustee Board, providing strategic stewardship and driving progress against the new strategy to achieve transformational change in the changing world of work. This role requires an inspiring ambassador who can champion the Foundation's vision, while ensuring long-term alignment with the John Lewis Partnership brand.

## Main responsibilities

The Board of Trustees are responsible for the overall governance and strategic direction of the Foundation, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines. As Chair, you will ensure compliance with the Articles of Association of the Foundation and the Charities Act, making sure that the Foundation's resources are used to build lasting impact for beneficiaries, aligned with the Foundation's vision and mission.

### To Governance

- The Chair will provide inclusive leadership to a Board of nine Trustees, prioritising diversity of thought and representation. The Board of Trustees comprises five independent members including the Chair and four John Lewis Partnership nominated members.
- There are three committees (Programmes; Finance, Governance, and Audit Risk; and Nominations) to ensure effective delegated authority. The Foundation Chair will chair the Nominations Committee, and they are expected to attend the Programmes Committee and Finance, Governance, and Risk Committee from time to time.
- The new Foundation Director, responsible for day-to-day management of the Foundation, will be directly line-managed by the Chair for performance and accountabilities. The Partnership's General Counsel will hold accountability for the employment elements of the Foundation Director's role, and ensure that the resources committed by the Partnership operate effectively.

### To the Charity Commission

- Ensure the Foundation meets all statutory obligations under charity law and the Companies Act, including agreeing the audited Annual Report and Accounts and Annual Return to the Charities Commission and Companies House.
- Act in accordance with [the Charities Commission's recommended Trustee best practice](#).
- Maintain stewardship of the Foundation's finances, overseeing a baseline funding of approximately £2m per year with which to make grants of time or money to charities, with an ambition for this to grow.

## To the Board and the Partnership

- Lead the transition to “Fewer, Larger, Longer” multi-year impact-focussed strategic partnerships
- Act as a high-profile ambassador, building the Foundation’s brand identity both within the Partnership and externally, whilst embodying the values and behaviours of the John Lewis Partnership
- Chair meetings of the Board of Trustees effectively and efficiently, bringing impartiality and objectivity to the decision-making process, ensuring Trustees are fully engaged, and that decisions are taken in the best, long-term interests of the Charity.
- Foster constructive relationships with the Partnership’s Executive Team (including the JLPF Exec Champion), Partnership Council, Partnership Board’s Ethics & Sustainability Committee, and the Partnership’s Chairman (who serves as the Foundation’s Patron).
- Work collaboratively with the Foundation’s support team, led by the new Foundation Director and augmented by specialist skills donated in kind from the John Lewis Partnership (in areas like Ethics & Sustainability, Finance, and Legal/Governance), to ensure the charity is managed with the right balance of expertise.
- Share annual updates with the Partnership’s Ethics & Sustainability Committee on Partner involvement and the use of funds.

## As a trustee / director

- Act in the charity’s best interests at all times, maintaining operational independence from the Partnership whilst also maximising the benefits of this relationship, strategically complementing the Partnership’s social impact ambitions, whilst ensuring the charity is carrying out its purposes for the public benefit.
- Adhere to the JLPF escalation protocol for managing brand, legal, and safeguarding risks.
- Act with reasonable care and skill, behaving in accordance with the Foundation’s [Code of Conduct](#) and working within agreed policies adopted by the Foundation.
- Manage the charity’s resources responsibly.



# Who we're looking for

## Your knowledge and experience

- You will bring strategic leadership experience, ideally spanning multiple sectors, and including roles such as Chair, Vice Chair, or Senior Independent Director.
- You will bring sharp understanding of the Corporate Foundation model, and of the respective Chair and Director responsibilities.
- Your significant experience of charity governance is critical and you are likely to offer additional experience of negotiating funding settlements, addressing regulatory obligations, setting up new charitable organisations, or building long term alliances with partners.
- You are well-known for your role in fostering high value relationships and of engaging, influencing, and advocating at the most senior levels.
- You will be an inspiring and galvanising leader, with a successful track record of leading, overseeing, and motivating small teams and keeping the big picture in mind.

## Your skills and abilities

- You must have the skills to support a developing Foundation, combining strategic / governance oversight with practical, hands-on support as required.
- You will demonstrate outstanding interpersonal, influencing, and diplomacy skills.
- Your ability to maintain productive relationships across the John Lewis Partnership and other senior stakeholders will be reflected in your engagement with the JLP Executive team, Ethics & Sustainability Committee, and Council, while taking care to guard the Foundation's independence.
- You will bring well developed critical thinking skills with the ability to challenge constructively.

## Your leadership style and personal behaviours

- Your personal presence and credibility quickly establishes trust and respect.
- Your maturity of judgement is reflected in your decision making and self-reflection.
- You use an emotionally intelligent leadership style.
- You are passionate about the voluntary and community sector, committed to the Foundation's vision that *work is good for people and the planet*, and take an active interest in the brand, ethos, principles and values of the John Lewis Partnership.

# Terms of appointment

## Time Commitment and Location

3-4 days per month, reducing to 1-2 days per month once the Foundation has successfully moved beyond its early implementation phases. Very early in their appointment, the Chair will play a role in the appointment of the Foundation Director.

There are normally four in-person Foundation Board of Trustees meetings each year, held in the John Lewis Partnership Head Office in Pimlico, London. Trustees are asked to allow one day for each meeting (excluding preparation time) and are, from time to time, invited to visit projects supported by the Foundation. Please note that three in-person Foundation Board of Trustees meetings have been scheduled for 2027.

As Chair, you will be responsible for setting and agreeing the agenda for meeting and providing line management to the Foundation Director. The role requires an additional two hour-long meetings for meeting preparation and actions, plus regular meetings with the Foundation Director.

## Remuneration

The appointment is offered on a voluntary basis with all reasonable expenses incurred in the course carrying out the role fully reimbursed.

## Term of Appointment

Appointments are made for a three-year term, with the ability to serve a further three-year term upon agreement by all parties.





## How to apply

To make an application, please go to <https://starfishsearch.com/jobs/jlpf-chair/> and click on the apply now button, with the following prepared:

- Your CV (no more than two 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.

Closing date for applications is **Friday 21<sup>st</sup> August 2026**

Recruitment timetable

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|--------------------------------|--|
| <b>Closing date:</b>           | Friday 21 <sup>st</sup> August 2026                      |
| <b>Preliminary interviews:</b> | First week of September 2026                             |
| <b>Final Panel interviews:</b> | w/c 14 <sup>th</sup> and 21 <sup>st</sup> September 2026 |
| <b>Stakeholder meetings:</b>   | Preferred candidate(s) only in mid-September 2026        |