



Chief Executive

Candidate Profile, June 2020

Overview

The Haemophilia Society is the only UK-wide charity for everyone affected by a genetic bleeding disorder: a community of members, supporters and healthcare professionals. Our work is driven by a small staff team, based in London and working alongside volunteers from all over the UK. We are governed by a Board of Trustees. This year marks our 70th birthday.

As a patient support organisation and health charity, we work to provide easy access to information and opportunities, influence national policy, and strive to make the care and treatment of bleeding disorders consistent, effective and accessible to all. We work to enable the voices of all people with genetic bleeding disorders to be heard, particularly women.

Our strategy sets out our goals, aspirations and plans. It aims to make sure that everything we do improves the lives of people affected by a bleeding disorder in the UK today, so we can continue to provide help and support for many years to come.

This opportunity comes at a unique time during the charity's history as The Society is currently a core participant of the Infected Blood Inquiry. The Inquiry is looking at how many of our members were infected with HIV and hepatitis C as a result of contaminated blood in the 1970s and 80s leading to thousands of deaths. The Society has seen a significant increase in its profile during this time, resulting in regular engagement with government ministers and the national press.

Following extensive consultation throughout the community, the new 3-year strategy and plan was launched at our annual general meeting (AGM) in November 2019, and reflects the needs and concerns of members and the community. The 3-year strategy reflects the fast moving and dynamic nature of the current haemophilia community, with new treatments coming to market yearly. The Infected Blood Inquiry is expected to report in 2022.

Chair and Board of Trustees

The Society's Board of Trustees meets six times a year to give strategic direction to The Society's work. Trustees are responsible for governing the organisation, and as a smaller charity, they endeavour to make a real difference to what can be achieved.

Trustees are volunteers, nearly all of whom have a personal connection to a bleeding disorder or wider knowledge and expertise in e.g. health care, law, finance, communication, health economics, or government departments.



Chair - Clive Smith

Vice Chair - Dr. Kate Khair

Trustees - Barry Flynn, Lisa Bagley, Conan McIlwrath, Dr. Jo Traunter, Paul Sartain, Sonia O'Hara, Cathy Benfield, Gordon Dixon (Treasurer)

Responsibilities

The Haemophilia Society is seeking to appoint a new Chief Executive to take over from Liz Carroll, who has recently stepped down after 6 years. The successful candidate will play a critical role in shaping the organisation's future development and in leading the charity to the successful achievement of its objectives, in line with strategies, policies and plans approved by the Trustees.

Reporting to the Chair and the Board, the new CEO will be expected to:

- Work closely with the Senior Management Team, Chair and Trustees to provide drive, creativity, and inspirational leadership to shape and define the culture of the team and achieve the objectives of the charity;
- To work closely with our members to fully understand the complex and varied needs of our community, ensuring our members are at the heart of everything we do;
- Represent and promote the charity externally to a wide range of organisations such as government, media, NHS England, European and World bodies, and the Infected Blood Inquiry;
- Provide efficient and cost-effective management of the organisation;
- Ensure that the Board of Trustees receives appropriate advice and information on all relevant matters to enable it to fulfil its governance and ensure regularity, propriety, and probity of the organisation's administration;
- Formulate and deliver efficiently, consistently, and securely the strategies agreed with the Board;

The primary responsibilities will include:

- Implementing in a robust, ambitious and innovative way, the new strategy and provide direction to the organisation to enable it to achieve its objectives;
- Ensuring that all staff, Trustees, and Volunteers can confidently articulate its vision, mission, and values and ensuring that as the organisation continues to grow, these are consistently applied;



- Inspiring and supporting the team to meet targets and to understand how their contribution is vital to achieving wider strategic aims;
- Being responsible to the trustees for the overall financial health of the organisation and ensuring that income is secured and expenditure controlled in line with budgets, as approved by the Trustees;
- Ensuring that the organisation has the resources (human, material and financial) and appropriate procedures to discharge its functions efficiently and effectively;
- Ensuring there are clear lines of accountability and responsibility across the staff team, which foster and maintain effective working relationships for the organisation;
- Ensuring that robust strategies are developed to meet fundraising, sponsorship, and partnership targets and providing leadership in the implementation and evaluations of such strategies;
- Playing an active role in creating networks and partnerships within the national community and devolved nations, by representing the organisation externally to support campaigning objectives, fundraising and partnership opportunities with industry, members and the wider community, whilst developing new initiatives and activities;
- Working to enhance The Society's reputation within the UK community, in particular by working with other haemophilia organisations, such as the UK Haemophilia Centre Doctors' Organisation (UKHCDO), Haemophilia Nurses Association (HNA), Haemophilia Chartered Physios' Association (HCPA) as well as Haemophilia Scotland, Haemophilia Wales & Haemophilia NI.

Key Skills and Experience

- Likely to have experience as Chief Executive of a small charity or Executive Leadership experience within a larger organisation;
- Proven track record of initiating and leading an organisation or division through a transformation process;
- Prior experience as a Fundraising Director would be extremely valuable;
- Will have a strongly commercial orientation and be able to add value at a strategic and operational level;



- Will have the experience and stature to be credible within The Society and externally.

Personal Qualities

Ideal candidates will be individuals of considerable influencing skills and authority, whose qualities include:

- Strong communication, inspirational leadership and team management skills;
- Good interpersonal skills and emotional intelligence;
- Independence of mind, combined with sound commercial and strategic judgement;
- A proven track record of achievement in their career to date and with a proven ability to deliver.

Location

The role will be based in London and regular travel throughout the UK will be a requirement of the role. Occasional travel throughout the year in Europe and bi-annual travel to the World Federation of Hemophilia Conference will be required.

Remuneration

The remuneration package will reflect the seniority of the responsibilities in an organisation of this scale and potential.

Applications

Application by CV & Covering letter.

Please enclose details of salary when submitting your application.

To be sent in strict confidence to clive@haemophilia.org.uk

Closing date for applications: 5pm, Friday 24th July 2020