



Job Description
Chief Executive Officer

Job Title	Chief Executive	Department	Senior Leadership Team
Salary	£32,496	Location	Liverpool City Region

Job Purpose

LCR Pride Foundation aims to position Liverpool City Region as the most LGBT+ friendly region in the UK by highlighting the daily barriers that LGBT+ people living in and visiting the region face, and by creating an inclusive culture where people feel they can fully participate and contribute. We are seeking a dynamic individual to drive the strategic leadership required to achieve our charitable objects and vision for Liverpool City Region.

Accountabilities

- Delivering and project managing a full calendar of high profile LGBTQ+ events including Pride in Liverpool.
- Preparing a strategic plan and annual budget for approval by the board of trustees
- Operating within the annual budget and policy framework determined by the Board.
- Recruiting and line managing employees and contractors as appropriate.
- Local and national positioning and influencing, ensuring the Foundation has a clear voice on matters relevant to its' charitable objects.
- Managing relationships with key suppliers, community groups, Local Authorities and other key stakeholders.
- Establish and monitor key performance indicators of the organisation's impact and financial health
- Representing the organisation at external events and publicity opportunities
- Prudent risk management, working with the Board to establish a robust, effective risk framework.
- Building and maintaining an effective, collaborative working relationship with the chair of the trustee board.
- Supplying regular reports to the trustee board and attend trustee and sub-committee meetings
- Ensuring the organisation's staff and volunteers are focused on achieving its mission and aims
- Ensuring the organisation fulfils its legal, statutory and regulatory responsibilities
- Establish mechanisms for listening to the views of beneficiaries on the organisation's performance
- Delivering the organisation's business plan and develop creative, meaningful projects (including grant-making) to achieve the Foundations' objectives.
- Ensuring a sustainable income from individual, corporate, legacy and trust donations

- Representing the organisation to the media and giving interviews
- Understanding of the specific needs and issues faced by people who identify as LGBTQ+

Knowledge, Skills and Experience

Essential

- Experience in a senior management or leadership role.
- Leadership skills, with personal drive and energy to achieve the Foundation's objectives
- Advocacy and diplomacy skills, managing relationships with a wide range of stakeholders with a mix of views and motivations.
- Excellent interpersonal skills, with the charisma required to build relationships with a variety of people, from beneficiaries, members of the community, corporate partners, volunteers etc.
- Financial acumen – ensuring the Foundation is profitable, financially sound and operating within established risk frameworks.
- Events management experience, developing large scale, high profile events from conception through to delivery.
- Experience working with non-executives and a Board of Trustees, ensuring strong, collaborative relationships.
- Experience working within the regulatory and legislative framework of the organisation, including company, charity and tax law.
- Undergraduate degree and/or equivalent qualification/s.

Desirable

- Experience as a non-executive Trustee within a similar organisation.
- Project managing and delivering Pride or other LGBTQ+ specific events.