

## **About the Person**

This is an exciting time for the Capital Region, following the recent launch of the Industrial and Economic Growth Plan to set direction, and seek to identify and address the priorities facing the region. The Capital Region Business Council Board will play a key role in working with the Regional Cabinet, the Regional Economic Growth Partnership, and other organisations to ensure that the voice of business is clearly heard and helps shape the future of the Region. The Board is well established, and now has 3nr vacancies and we are therefore seeking applications for these positions.

We are looking for successful business leaders, CEOs, directors or successful entrepreneurs from sectors important to the future economic growth of our City Region.

Board members will be drawn from and represent a cross section of the local business community. Applications are particularly encouraged from individuals who have knowledge, experience and expertise in the following sectors:

- Med Tech (incl Life Sciences)
- FinTech
- Energy and Environment
- Compound Semi-Conductors
- Higher Education

Possessing the majority of the following qualities and experience will be desirable:

### *Knowledge, Experience and Track Record*

- Successful and well respected individual within the business community, with a significant track record of organisational leadership and management at the highest level in the private or voluntary sector which has strong roots in the Capital Region
- Good knowledge and passion for the economic and business drivers which will enhance the vitality and competitiveness of the Capital Region.
- Experience of working in a partnership environment with a strong commitment to and experience of collaborative and partnership working, with the business and public sector
- Experience of serving on groups or boards of stakeholders from business backgrounds whose role is influential rather than directive.
- Knowledge of how stakeholder boards operate in an influencing but not directing role
- Well-networked, with demonstrable links to other businesses and organisations locally and nationally
- Several years' experience of working broadly across the Capital region ideally not just focussed on a small geographic part
- Experience of interacting with local and national government politicians and policy makers across the Capital Region
- Excellent knowledge of the Capital region and the drivers for business.
- Proven track record of success in communicating and working effectively in cooperation with a wide range of stakeholders to engender support, developing positive personal and organisational profile, and building partnerships that add value.

*Skills:*

- Substantial business skills and experience gained at a senior level, and credibility with the wider business community
- Clear strategic and creative thinker, able to influence policy at local and national level
- Clear communicator, with experience of successfully engaging with the media and appearing on radio, television and online
- Ability to network and harness the commitment of a wide range of partners and stakeholders and to build and maintain consensus around the Board's vision and objectives.
- Ability to present well-ordered arguments, with knowledge and understanding of the wider strategic context.
- Ability to inspire and influence the delivery of results and outcomes in highly complex environments.
- Ability to deliver in the public spotlight and instil public confidence.
- Outstanding communication and interpersonal skills that command credibility and respect amongst a wide variety of audiences.

*Personal Style and Behaviour*

- A strong commitment to, and understanding of, the Capital Region and in particular the drivers of and challenges faced by the Region economy
- The ability to contribute to balanced and strategic decisions, for example where there are competing priorities
- Commitment to the success of a partnership involving business and civic leaders at Capital Region level
- Independently minded – providing detachment and clarity in the development of strategy and the identification of priorities
- Willingness to provide time commitment to the Board and an appreciation of the personal development opportunity offered by the appointment
- Personal and professional demeanour with a sense of integrity that maintains the confidence and trust of partners and stakeholders
- Strong team based working style that engages people at all levels and engenders a positive culture
- We are looking to ensure that Board membership reflects the geography and diversity of the Capital Region, and as such would particularly welcome applications from women and individuals from black and minority ethnic communities.

## **Commitment and Remuneration**

Board meetings are held on a 4 weekly cycle and Board members are required to attend all meetings (where possible). It is likely that Board members will also be required to attend other meetings appropriate to the role. Board members need to dedicate approximately 10-15 days per year to meetings and other Board activities.

Board roles are part time and unpaid, but travel and expenses can be claimed. Appointments will be made for up to a maximum of 2 years initially. The post is not remunerated, but reasonable travel expenses will be reimbursed.

## **Geographic Coverage**

It is important that the make-up of the Board reflects the different business communities and geographic areas in the area and we will seek to appoint business representatives from across Capital Region, from a blend of business types and sizes, and those especially with interests across the region.

## **Business Size**

The size of their business or the experience representatives have had in a number of businesses will be an important asset for the Board. The issues facing the different sizes of organisation need to be understood by the Board. We will therefore seek to cover a range of business sizes from small to large.

## **Other points**

Board Directors must act in what they believe to be the best interests of the Capital Region and not in their own interests or those of any person or company.

Board Directors will work in accordance with the Nolan Principles contained within the Code of Conduct for Board Members of public bodies issued by the Cabinet Office. Directors shall declare any personal or prejudicial interest in any matter to be considered at a meeting; if a declaration is made, they may be asked to withdraw from the meeting while the item is considered.

All Directors of the Board will maintain confidentiality of Board business where that is expressly required.

## **Applications**

- A maximum of 1 side of A4 outlining how the candidate believes they meet the person specification
- Curriculum Vitae
- 2 letters of support for each application

Interviews may be required – this will be confirmed in due course.

Applications are to be submitted, via e-mail, to Nicola Somerville at the City Deal Office at [Nicola.Somerville@cardiff.gov.uk](mailto:Nicola.Somerville@cardiff.gov.uk).

**Deadline for applications: 12 noon on Friday 19<sup>th</sup> April 2019**