



**Centre for
Ecology & Hydrology**

NATURAL ENVIRONMENT RESEARCH COUNCIL



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Position: **Founding Trustee Directors of
the Centre for Ecology & Hydrology**

Closing date: 15 March 2018



Appointment details

Opportunity to become a founding Trustee Director of the Centre for Ecology & Hydrology; including a Treasurer role.

The Centre for Ecology & Hydrology (CEH) is the UK's centre for excellence for research in terrestrial and aquatic environments and their interaction with the atmosphere. Our world-wide research programmes address some of the most complex environmental challenges facing humankind. Operating from four UK locations CEH employs 360 scientists, has 120 postgraduate students and a £40m annual budget.

Planning to become an independent, not-for-profit research institute with charitable status, CEH offers opportunities for founding Trustee Directors to form the new governing body under the chairmanship of Lord Cameron of Dillington. Collectively you will shape and oversee the further development of CEH, working with the Executive to enhance our science impact and world leading contribution to environmental science and innovation. We are particularly seeking a Treasurer to begin working with us through this period of preparation for Business Transfer.

Your expertise:

Board or Executive Director level leadership in the private or not-for-profit sectors in the UK and /or overseas with one of the following particular areas of knowledge:

- Proven ability in leadership and expansion of scientific or technological organisations of 150+ staff;
- Financial leadership and analysis;
- Business development/knowledge exchange/commercialisation of scientific or technical products.
- People strategy and change leadership;
- Knowledge of scientific funding landscapes and effective stakeholder liaison.

Closing date 15 March 2018

The CEH Executive Director, **Professor Mark J Bailey**, Director CEH (m Bailey@ceh.ac.uk), welcomes any informal queries from prospective applicants about this opportunity or the mission of CEH itself.

For more information on CEH please go to www.ceh.ac.uk

Further information

Background to Centre for Ecology & Hydrology

The Centre for Ecology & Hydrology (CEH) is a Research Centre of the Natural Environment Research Council (NERC) and is the UK's centre of excellence for research in terrestrial and aquatic environments and their interaction with the atmosphere.

Our world class research underpins evidence based decisions and innovation by policy makers and businesses and engages with people; supporting sustainable development and improving society's environmental legacy.

- We work with business, policy makers and environmental practitioners across the globe.
- We nurture robust multidisciplinary national and international collaborations.
- We operate the UK's terrestrial and freshwater long-term and large-scale research platforms.
- We provide training for the next generation of environmental scientists.

Created in 1994 from the combination of four existing NERC research centres, CEH now has an annual budget of £40 million with 360 scientists and 120 postgraduate students based over four UK sites:

- NERC premises at Wallingford;
- NERC premises at Edinburgh;
- Lancaster University;
- The University of Bangor.

Further information is available at CEH website: www.ceh.ac.uk/about



Photo - Heather Lowther, CEH



The change in the corporate status of CEH

In November 2017 the Minister of State for Universities, Science, Research and Innovation, Jo Johnson, agreed that plans for Centre for Ecology & Hydrology (CEH) to become an independent not-for-profit research institute (as a Company Limited by Guarantee with charitable status) should move into preparation.

This follows work with NERC, CEH and Government to consider the future Governance, Responsibilities and Ownership arrangements for CEH, with a view to giving us greater operational freedoms that will help ensure our long-term sustainability and offer the potential to diversify our sources of income. NERC will continue to be a major funder.

CEH and NERC are now progressing all the activities required to demonstrate readiness to transition to an independent institute. This includes the creation of a non-trading company limited by guarantee, with a board that is engaging with NERC and UK Research and Innovation to agree the terms of the transfer. 'Readiness to implement' will then be tested in 2018 and founding Trustee Directors will work with the Executive to form the long term Board and create the new organisation.

This decision will allow CEH's world-class science and innovation to be sustained, and its impact enhanced into the future. CEH will continue to work together in partnership with NERC / UK Research and Innovation (UKRI). The new structures will make CEH stronger, more agile and financially more resilient, with more freedoms and flexibilities to deliver their missions and to do so with a greater range of external partners and funders. The mission, purpose, and scientific integrity of CEH will be protected and the detail of managing future and ongoing options, risks and issues will remain at the forefront of the process.

NERC Council continues to affirm the importance of sustaining long-term funding to its research centres. This will remain the case, regardless of the changes in ownership and governance.

Note: as CEH is presently part of NERC, we will become part of the proposed UKRI when it is created in April 2018 and move from UKRI to our new independent status.



CEH site at Wallingford

Skills specification

The expertise we seek from all Trustee Directors

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| The ability to apply knowledge strategically, think creatively and keep mission-focused. Trustee Directors will determine our future strategic direction to meet our charitable aims and deliver the scientific impact required by NERC as our major funder and commissioner of the national capability we provide for the UK |
| Board and Executive director level experience in the private or not-for-profit sectors, gained within the UK and/or abroad |
| Strong understanding of leading major change |
| The ability to exercise sound and independent judgment, and to maintain confidentiality on confidential and/or sensitive information |
| An informed insight in the environmental sciences with a keen interest in innovation and research. CEH is committed to increasing the impact of our research by engaging with businesses, policy-makers and environmental practitioners through co-design, co-delivery, co-location and commercialisation |
| The ability to work collaboratively. CEH and its operations is a sum of its parts (Board members, Executive staff, stakeholders, volunteers, funders etc.) The Board will gauge the sometimes competing priorities to try to bring as many people together as possible towards a common vision, and make and stand by collective decisions |

Across the governing body we seek the following expertise

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| Knowledge of UK corporate governance and charity governance |
| Leaders of large organisations, private sector and not-for-profit sector |
| Director-level expertise in management disciplines (esp. Finance (Accounting qualifications and financial strategy), HR, Law, Projects) |
| Ability to positively influence our funders, stakeholders and customers |
| Broad understanding and if possible practical experience in environmental science |
| Experience of world-class scientific research and innovation |
| Experience of world-class scientific education and training |
| Experience of creating and/or expanding scientific enterprises |
| Time capacity to attend Board meetings and contribute to CEH events |
| The Board - overall - should be reflective, if possible, of the four UK jurisdictions |
| The Board - overall - should be reflective, if possible, of the diversity of the UK population |

Treasurer role description

We are seeking a Treasurer to begin working with us through this period of preparation for Business Transfer

Overall

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| Oversee the financial affairs of the organisation and ensure they are legal, constitutional and within accepted accounting practice |
| Ensure proper records are kept and that effective financial procedures are in place |
| Monitor and report on the financial health of the organisation |
| Oversee the production of necessary financial reports/returns, accounts and audits |

Specifically

With the support of the CEH Executive Director of Business and Finance

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| Liaise with Executive Directors and Trustee Directors to ensure the financial viability of the organisation |
| Make fellow Board members aware of their financial obligations and take a lead in interpreting financial data to them |
| Regularly report the financial position at committee/Board meetings (balance sheet, cash flow, fundraising performance etc.) |
| Ensure effective preparation of an annual budget and propose its adoption at appropriate Board meeting |
| Ensure proper records are kept and that effective financial procedures and controls are in place |
| Appraise the financial viability of plans, proposals and feasibility studies |
| Oversee appointment of auditors |

Qualities

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| Board or Executive Director level leadership in the private or not-for-profit sectors in the UK |
| Sound judgement and strategic thinking |
| Proven ability in financial management of income generating organisations in the charitable or private sector of a similar turnover level to CEH (£40m per annum) |
| Knowledge of current financial practice relevant to charitable organisations |
| Qualification as an accountant |
| Good financial analysis skills |
| Ability to communicate clearly |

How to apply

To apply, please email the following documents to Penny Eagle, Personal Assistant to the CEH Director, at: pencke@ceh.ac.uk

1. Your up-to-date CV, in MS Word or PDF format.
2. An optional covering letter, maximum 2 x A4 sides, highlighting any relevant expertise or other matters you feel might be helpful for the Selection Panel.
3. An optional completed equality & diversity monitoring form ([downloadable here](#)). This information will be used for statistical monitoring purposes only. The completed form will not be seen by those responsible for making selection decisions.

Shortlisted candidates may be invited to attend in person for interview in Wallingford or Central London and CEH will be pleased to reimburse reasonable travel expenses.

The closing date for applications is 15 March 2018.



Photo - Shutterstock



Photo - Heather Lowther, CEH

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