



PLANT YNG NGHYMURU
CHILDREN IN WALES

CHIEF EXECUTIVE

Application Pack

childreninwales.org.uk



Thank you for your interest in becoming Children in Wales' next Chief Executive

Introduction

Children in Wales is the national representative membership organisation for individuals and organisations from all sectors that work with children, young people and families in Wales.


Children in Wales:

- promotes the rights of children and young people
- gives a voice to children and young people
- works to create a united voice for the sector
- shapes policy and shares best practice to develop the workforce.

We lead the way in ensuring the collective voice of the children of Wales and those who support them is at the centre of policies, services and delivery. We campaign, develop capacity, collaborate and challenge the sector.

We are the leading communication organisation between central government policy makers, the organisations responsible for implementing policy, and children and young people.

We are looking for a dynamic passionate leader who will build on the work of the past, increasing our impact and influence for the benefit of all children in Wales.



About Children in Wales – our Vision and Mission

Building a Wales where all children and young people have all their rights fulfilled.

Children in Wales – Plant yng Nghymru is the national representative membership organisation for individuals and organisations from all sectors who work with children, young people and families in Wales. Our membership is drawn from the public-, charitable/not-for-profit- and independent-sectors.

Our work will be underpinned by a collaborative approach, which facilitates opportunities for our members, children and young people.

We will work towards our vision in collaboration with our members by:

- Campaigning for the full adoption and implementation of the United Nations Convention on the Rights of the Child at every level of Welsh society.
- Challenging inequalities and promoting equity for all children and young people across Wales.
- Using the combined voices of children and young people and our adult members to challenge decision makers and advocate for change.
- Promoting and supporting the participation of children and young people within decision-making structures at all levels of government within Wales
- Providing a platform for the sharing of innovative practice across Wales.
- Advocating for the children's sector(s) on priority areas.
- Providing learning and development opportunities for the cross-sector children's professional workforce.
- Undertaking and disseminating research.

Children in Wales carries out a number of activities in order to meet these aims. These include:

- Organising conferences and seminars
- Providing Training
- Supporting and developing strong networks and forums

- Producing and disseminating information
- Representing and consulting with members
- Research
- Direct work with children and young people through our Young Wales project
- Engaging with decision makers

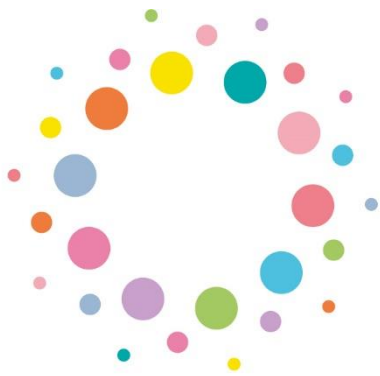
Children in Wales works with its partner organisations in England, Scotland and Northern Ireland and has strong links in Europe and internationally.

As a membership organisation we establish networks within Wales in order to represent the views of the constituency, establish common concerns and encourage multi-disciplinary activity. Members can be either corporate or individual and come from a wide variety of interests such as health, education, voluntary organisations, social services or self help groups.

Our work is funded by grants from the Welsh Government, other grant givers and through self-generated income.

A Board of Trustees governs the work of the organisation.

For more information, explore our website at www.childreninwales.org.uk/



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About the role

The following information is designed to give you a fuller picture of what the post involves. The job description is designed to summarise clearly the scope and responsibilities of the post and should be read thoroughly. The purpose of the person specification is to state, as precisely as possible, the minimum skills, experience and knowledge applicants must have to meet the requirements of the post. **It is essential that you read this carefully and address your application to the criteria contained in the person specification.**

Chief Executive Job Description

Purpose and context

Since the inception of Children in Wales there have been many developments in the field of policy affecting children and young people. The partial incorporation of the UNCRC, the establishment of the Children's Commissioner and the development of the Youth Parliament has enhanced the number of organisations promoting the voice of young people. Against this, the rising needs of children and young people in our society in a time of the cost of living crisis and the aftermath of the pandemic means the work is growing and each part of the sector increasingly stretched. Our next Chief Executive will lead, shape and focus our energies and activities to improve coordination across the sector and maximize the impact for children, always leading by example by taking a rights based approach.

Key responsibilities

Organisational leadership

- Provide inspiring and effective leadership for Children in Wales, ensuring staff and Member potential (individual and organisation) is developed and maximised
- Represent children and young people, the sector and the organisation in policy discussions with Welsh Government, the Senedd and other influencers and decision makers
- Build networks with the Member organisations and other parts of the children and young people sector to facilitate a strong, unified voice.
- Foster the development of links between Members and staff throughout Wales
- Develop the funding strategy to ensure Children in Wales is resourced appropriately to achieve its strategic plans
- Promote the continuous development and implementation of the Welsh Language Policy for Children in Wales
- Promote the continuous development and implementation of the Equality and Diversity Policy for Children in Wales
- Ensure Children in Wales has in place robust policies and procedures for all relevant activities, including safeguarding and data protection

Governance and strategy

- With the Board, develop ambitious strategic plans to achieve the organisation's vision and mission
- Lead the implementation of Children in Wales' strategy, ensuring children and young people are at the heart of every discussion, decision and activity
- Support the Chair and the Trustee Board in ensuring robust and appropriate governance of Children in Wales, including preparing high quality reports and relevant information that enables the Trustee Board to carry out its obligations
- Ensure the rest of the organisation understands good governance and how it relates to them
- Champion diversity and inclusion within Children in Wales
- Manage the charity's finances responsibly, ensuring organisation wide understanding of good financial management
- Act as Company Secretary for Children in Wales

Advocacy, influencing and movement building

- Be a visible ambassador and spokesperson for Children in Wales, developing and maintaining effective high level government and media contacts
- Promote UNCRC adoption and delivery across organisations in Wales
- Be a credible and vigorous advocate for children and young people from disadvantaged backgrounds, ensuring their voices are heard where it matters.
- Build, support and develop networks with youth organisations across the Wales and wider as appropriate to deliver the charity purpose
- Ensure Children in Wales is effectively represented and effectively represents on the key professional, policy and working groups

Income generation and partnerships

- Lead income generation activities, widening the sources of funding for and reviewing the areas of work in the organisation

Person specification

Key requirements

- A demonstrable passion for improving the lives of children and young people
- An empowering and effective leader of people
- Executive experience in an organisation of comparable scale and complexity
- Experience of delivering programmes of work and understanding their impact
- Experience of developing and working effectively in networks in the children sector
- A demonstrable track record in business development or fundraising
- Experience of influencing and collaborating with government, civil society organisations and businesses, building on shared values and impact objectives
- An excellent and empathetic communicator who can relate to, and be highly credible with, people from a wide range of backgrounds and with diverse interests
- Experience of business and financial management, including forecasting, budgeting and management and organisational planning
- Experience of working with and supporting good governance

Attributes and abilities

- A clear communicator who can articulate complex issues within and outside of the organisation
- A deep commitment to children and young people and a belief in their potential
- Clear understanding of and a commitment to promoting the United Nations Convention on the Rights of the Child.
- Self-motivated and able to manage the emotional aspects of leadership
- Demonstrate compassionate leadership with strong team management skills
- Entrepreneurial, pro-active, self-motivated and creative
- A collaborator with highly developed interpersonal skills
- An understanding of legislation, policy and how these are developed, as they affect children and young people, particularly in Wales
- Spoken and written fluency in Welsh is desirable and non-Welsh speaking candidates will be required to commit to learning the language to an agreed standard within a given time scale. Children in Wales is a bi-lingual organisation and all candidates should be able to demonstrate their commitment to promoting Welsh language and culture.

Further Information

- Job Title:** Chief Executive, Children in Wales
- Reports To:** The Chair of Children in Wales and Trustee Board
- Location:** Cardiff, with travel and a presence throughout Wales and the wider UK. (We operate an agile working policy.) Our offices are at 21 Windsor Place, Cardiff CF10 3BY.
- Hours of Work:** 35 hours per week (full time)
- Contract:** Permanent
- Salary:** Up to £80,000 per annum
- Method of Pay:** Salaries are paid directly into staff member's nominated bank account on the 15th of each month
- Benefits:** 25 days holiday per annum (rising to 30 days after 5 years' service) plus 3 extra statutory days and public holidays, access to 24/7 Employee Assistance Programme (EAP).
- Pension:** Children in Wales' employees are automatically enrolled to the Workplace Pension Scheme, but you may choose to opt out.

We value the differences that a diverse workforce brings and are committed to inclusivity, and to employing and supporting a diverse workforce. Our selection procedures ensure that people are treated on the basis of their relevant merits, experience, skills and abilities and that no individual receives more or less favourable treatment. We can offer flexibility through the interview process and endeavour to accommodate each candidate's needs. In line with our policies and procedures and Charity Commission guidelines, the position of Chief Executive is subject to satisfactory background checks which include employment references, an Enhanced DBS check and other online checks.

How to apply

Please forward a CV together with a supporting statement (maximum two pages of A4), and a completed application and equal opportunities form. Please ensure that you have included any dates when you will not be available or might have difficulty with the recruitment timetable.

Please be assured that your responses will be kept confidential, and information you provide on the equal opportunities form will be separated from your candidate record, are not part of any application you make, and that the recruitment panel never see individual responses to the questionnaire.

Applications should be submitted in Word format and sent to vacancies@childreninwales.org.uk. In the interests of economy we can only acknowledge receipt of your application by email.

Deadline for applications: Sunday, 26th February 2023 at midnight

Interviews will be held in three sessions during the period 11 – 24 March. One of the sessions is to be held on Saturday, 11 March 2023 to facilitate the involvement of young people in the process.

If you have any specific questions or wish to have an informal discussion about the opportunity, please let us know via vacancies@childreninwales.org.uk and we will get back in touch as soon as we can.

The information provided by unsuccessful applicants will be securely retained for a period of 1 year and then confidentially destroyed.



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