

INTERIM CHIEF EXECUTIVE

ABOUT UNICEF UK

We are the UK Committee for UNICEF (UNICEF UK). Our vision is simple: We want a better world for every child. This drives our every action, our mission and our strategy.

As one of the key countries amongst the 33 UNICEF National Committees, UNICEF UK raises funds for UNICEF's emergency and development work around the world and advocates for lasting change for children worldwide.

UNICEF has more than 13,000 people working for children in more than 190 countries responding to emergencies and building long-term resilience. We save children's lives with vaccines, clean water, and therapeutic food. We protect children from violence, exploitation, and abuse. We support quality education that empowers children. In the UK, we reach around 2.5 million children each year through our Baby Friendly Initiative, Rights Respecting Schools Award, and Child Friendly Cities and Communities programmes.

Our work is guided by the UN Convention of the Rights of the Child (UNCRC) and the Sustainable Development Goals (SDGs), which recognise the universality of children's rights.

WHERE WE ARE RIGHT NOW

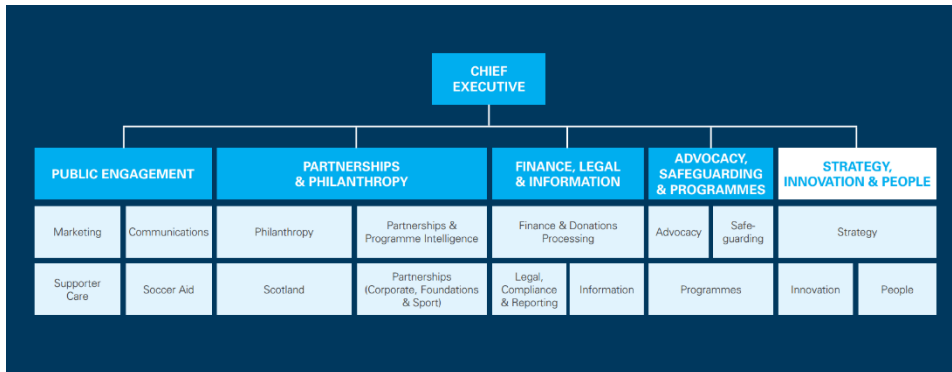
UNICEF UK is currently in the second year of delivering its ambitious 2023-2026 strategy. The primary objectives of the strategy are to raise £650 million within four years, work towards influencing the UK government's commitment to child rights, and transform systems and services for children across health, education, sport, and local communities. These efforts will help improve outcomes and life chances of millions of children in the UK by 2026. UNICEF UK aims to achieve this with a highly effective, engaged, and diverse team that embodies the organization's values and delivers the best work for children. Despite the transition between Chief Executives, this important work must continue.

WHY WE NEED AN INTERIM CHIEF EXECUTIVE

We are currently going through a leadership transition period and are in the process of appointing a new Chief Executive. Although we expect to have a permanent successor in place by the end of the year, we need to ensure that our impactful work continues as planned. Therefore, we are seeking someone who is experienced in leading, empowering and guiding an organisation, especially under interim conditions where the importance of settling in fast is so critical.

THE EXECUTIVE TEAM

UNICEF UK is led by a talented Executive team of five: Chief Financial Officer, Chief Marketing Officer, Chief Partnerships Officer, Chief Strategic Development Officer (currently recruiting) and Deputy Executive Director for Advocacy, Programmes and Safeguarding.



ABOUT THE ROLE

Your primary responsibility as interim Chief Executive will be to ensure that we maintain our momentum, focus, and delivery through strong leadership. You should bring high levels of empathy and emotional intelligence to your work every day and, be able to build trust and credibility quickly with a broad range of stakeholders.

Additionally, you should be comfortable meeting and establishing relationships with the Extended Leadership Group and colleagues. As interim Chief Executive, you will work closely with the Board, building on the strong relationship and governance structure that has helped UNICEF UK achieve its goals so far.

Key areas of focus

- **Leadership** - provide stable leadership to the whole organisation, coaching and mentoring the current Executive Team and onboarding the incoming Chief Strategic Development Officer.
- **Governance** – coach the Executive Team in their role in supporting governance, work closely with the Board, maintaining good relations and sharing appropriate information in a timely manner.
- **Leadership transition** – ensure as smooth a transition as possible from one permanent Chief Executive to another, maintaining organisational momentum and onboarding the next Chief Executive
- **Budget process** - work with the Executive team and the Board to deliver the budget for 2025
- **UNICEF global** - manage complex stakeholder relationships and negotiations with colleagues globally
- **General election** - proactively support the Deputy Executive Director – Advocacy, Programmes and Safeguarding in our positioning and planning for the upcoming General Election
- **Innovation and new strategic developments** - provide continued momentum to the ongoing innovation and strategic developments currently being incubated at UNICEF UK

What we will expect you to achieve

- Bring values-based inclusive leadership and understanding to continue the work of transforming UNICEF UK to a high-performing, empowering, values-based organisation as expressed through [Our Shared Commitment](#).
- Be a source of inspiration and motivation to UNICEF UK's people and supporters, and to all wider external stakeholders, policy makers, opinion formers and the public.
- Maintain the pace of operations on our impressive and record achieving fundraising, advocacy, programmes, brand communications, and culture.
- Working with the Board, Executive team, and Extended Leadership Group to continue to shape and evolve UNICEF UK's values, culture and strategy to deliver outstanding results and impact for children.
- Ensure that UNICEF UK's resources continue to be effectively and efficiently managed with strong financial and organisational accountability and transparency.
- Proactively manage the relationship between UNICEF UK and UNICEF internationally and the wider community of National Committees for UNICEF across more than 30 countries, being the key contact providing informative discourse and responses.

BEHAVIOURS, EXPERIENCE AND SKILLS

Effective behaviours

Supporter driven and mission aligned

- Is committed to children and their rights and motivated to work towards creating a better world for every child.

Leadership

- Engaging and inclusive leader with a high-level of emotional intelligence and an empowering, values-based approach.
- Accessible, kind, open, honest and puts trust at the centre of leadership: listens as well as leads.
- Builds and values a diverse and inclusive culture – across all aspects of the organisation.
- A clear commitment to and ability to role-model values-based leadership
- Works collaboratively with the Board of Trustees and the Executive team to enhance to fulfil respective governance responsibilities and build strong relationships.
- Supports the vision of UNICEF UK's strategic future to colleagues, volunteers and supporters.
- Builds consensus around important decisions whilst acting with clarity and decisiveness where needed.

Communication

- A persuasive and confident advocate who inspires and supports colleagues, supporters and partners to achieve ambitious goals.
- Conveys complex ideas using a variety of methods to engage an audience and win understanding and support.
- Presents complex and difficult messages clearly and with impact.

Negotiating and influencing

- Uses a range of approaches to gain commitment, tailoring approach and balancing achievement of both UNICEF UK's and our external partners' objectives.

Collaboration and positive relationships

- A strong sense of ethics and sound judgement when faced with complex and difficult decisions. The ability to work with a sense of calm and collective understanding.

- Values diversity, respecting and drawing on colleagues' different perspectives, skills, experience and knowledge.
- Prioritises knowledge and skills over status to make the best use of talent and promote involvement at all levels.
- Reflects on own thoughts, feelings and actions and is aware of own impact on relationships.

Results focused

- Empowers people to innovate and welcomes new ideas that are focused on delivering the greatest impact for children.

Relevant experience

- Successfully led large or complex charity or INGO with multiple stakeholders, demands and finite resources.
- Deep experience and knowledge to quickly identifying focus points within organisational operations and strategy and provide stability.
- Experience of the work and operating environment of the UK charity sector, with a sophisticated understanding of advocacy and fundraising.
- Experience within organisations of substantial scale, ideally with a global reach and commercial partners.
- Experience of working effectively with a non-executive Boards.
- A track record of organisational representation and high-level stakeholder communication, and a clear comfort level with media management.

Specific knowledge and skills

- Highly experienced charity leader and mentor with an empathetic, supportive coaching style
- A strong commitment to diversity, equity and inclusion.
- Effective communication, diplomacy, influencing and negotiating skills. The ability to operate effectively in an international organisation managing interactions with stakeholders from a variety of backgrounds and nationalities as well as inspire colleagues internally.
- Able to quickly integrate into an organisation, building successful relationships with key partners, donors and supporters.
- Strong skills in flexible leadership and operational styles. Able to quickly analyse and change approach to fit the organisational context.
- Familiarity of pace and change. This is a role that will be about continuity of the direction and pace of travel, rather than seeking transformation
- Diplomatic, politically competent, and comfortable representing important policy positions.

Duration: 3 – 6 months

Salary: £160,000 pro rata per annum

Job Level: Executive

Hours: 35 hours per week. Other flexible arrangements will be considered

Disclosure Level: Basic. This role involves no direct or indirect work with children

Reports to: Chair, UNICEF UK Board of Trustees

Location: Hybrid - working from home and at 1 Westfield Avenue, London E20 1HZ