



Candidate brief for the position of CEO

British Mountaineering Council

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About British Mountaineering Council

The BMC has a dual role: it is the national representative body for climbers, hill walkers and mountaineers in England and Wales; and is the national governing body for competition climbing in Great Britain. The organisation has over 75,000 members, a dedicated volunteer network, over 30 members of staff and a head office in West Didsbury, Manchester. Competition climbing is making its debut as an Olympic sport in the 2021 Olympics in Tokyo. The BMC also operates BMC insurance, a widely respected and wide-ranging insurance product for travellers, trekkers, hill walkers, climbers, mountaineers and skiers.

The BMC has an exciting and coveted role that requires an ambitious, collaborative and strategic leader to drive the organisation and its people forward. You must be able to connect with and inspire the mountaineering community at all levels and across all sectors, in line with the vision, mission and values of the BMC's strategic plan.

Our Vision: to create a better future for climbers, hill walkers and mountaineers.

Our Purpose: to represent the interests of climbers, hill walkers and mountaineers and inspire all generations.

Our 2020 – 2024 Mission: We will link the work of all our staff, volunteers, clubs, and partners, to campaign effectively and increase engagement, becoming a stronger voice for climbers, hill walkers and mountaineers.

As CEO, you will be expected to oversee the successful implementation of the plan, ensuring the highest standards of business operations at all levels and empowering a committed and passionate workforce.

BMC's Values

Community	We are the voice for our diverse community of climbers, hill walkers and mountaineers
Adventure	We believe in the freedom to challenge ourselves, taking personal responsibility for the risks
Sustainability	We protect our crags and mountains, campaign for improved access and promote environmental sustainability
Aspiration	We help people improve their skills, confidence and achieve personal ambitions
Respect	We celebrate the rich variety of British climbing, hill walking and mountaineering; we build inclusive relationships and respect each other



Opportunity

The CEO will have overall responsibility for the leadership and management of the organisation. The role will involve much collaborative working and the CEO will be expected to continue to build and develop these relationships, as well as forging relationships with new commercial and other partners to develop and grow the organisation.

The role

Strong interpersonal skills and the proven ability to lead a highly skilled team of diverse functions are essential.

The candidate must demonstrate an understanding of the requirements of leading a combined membership-based representative organisation and a National Governing Body, successful relationship building and progressive strategic thinking.

Although not essential, experience of working at senior level in a not-for-profit, membership based or sporting organisation is desirable.

A genuine interest and involvement in climbing, hill walking or mountaineering is highly desirable.

Specific work areas:

- Prepare a strategic plan and annual budget for approval by the Board of Directors
- Build an effective working relationship with the Chair of the Board, Board of Directors and National Council
- Develop and lead on the engagement with Sport England, Sport Wales and UK Sport
- Be the accountable officer for UK Sport and Sport England funding and delivery of performance and participation targets
- Responsible for the preparation and submission of funding applications to maximise public funding investment to support delivery of the organisation's strategy and business plan
- Ensure the organisation's staff and volunteers are focused on achieving its mission and delivering on the strategy and business plan
- Ensure the organisation fulfils its legal, statutory and regulatory responsibilities, including to the FCA, UK Sport, and Sport England
- Maintain awareness of risks and changes in the external environment that affect the organisation
- Represent the organisation at external events and publicity opportunities
- Ensure the organisation acts in the best interests of its members and the wider mountaineering community.

Governance

- Ensure the highest standards of governance and compliance with key funding partners and external commercial partners
- Ensure the BMC has a respected and trusted voice within the mountaineering community and among external stakeholders, locally and internationally
- Lead the organisation with transparency and integrity, providing clear and demonstrable leadership to the Board, your Senior Management Team, staff, volunteers and members
- Ensure an effective and efficient system is in place and well communicated. This includes managing the BMC's policies and procedures, maintaining compliance with all relevant regulatory and legal requirements including a code of conduct that is clearly communicated to all staff and volunteers and is reflective of the organisation's values.



Finances

- You will be accountable for the BMC's finances including budget, forecasting and financial reporting and will, in conjunction with a Chief Financial Officer, be expected to provide full financial updates to the Board and Finance and Audit Committee
- You will be expected to improve the BMC's commercial performance by creating new and innovative opportunities for revenue generation, across areas including growing membership, offering new member services, commercial sponsorships, grants and partnerships
- You will work with your direct reports to ensure effective cost control measures and a robust risk management system.

Development

- Implement effective strategies and tactics to support the growth of the BMC in grassroots participation, affiliated clubs, inclusion and diversity
- Remove barriers to participation in climbing, hill walking and mountaineering, especially among hard-to-reach communities, including areas of multiple deprivation; among girls and women; and as a way to improve mental and physical health at all ages
- Develop an efficient and effective organisation, ensuring resources are deployed appropriately and responsibilities are clearly defined.

Line Management

- Provide leadership and line management to the Senior Management Team; ensure everyone has clear work programmes with clear objectives, and that the staff are motivated and working effectively
- Direct reports include; Chief Financial Officer (CFO) [recruitment underway]; Head of Performance [UK Sport funding agreed]; Chief Operations & Commercial Officer

(COCO) [recruitment underway]; Head of Access, Conservation & Environmental Sustainability; Head of Marketing & Communications; Head of HR & Office Support Services

- Act as the conduit of information between the Board of Directors and members of the Senior Management Team and the remainder of the staff
- Instil a culture of performance throughout the staff by ensuring all staff have clear expectations and objectives, that all staff have thorough and fair evaluations, and ensuring staff have access to coaching, mentoring, and additional training that will enhance and support their progression
- Provide timely and accurate reports on KPIs and deliverables to the BMC Board of Directors
- The BMC has an active network of over 700 volunteers and form a crucial part of both delivery and determining strategy and the CEO needs to engage and support the BMC volunteer network across all areas of BMC activity.

KPIs

- Delivery of Outcomes as stated in the 2020 - 2024 Strategy Action Plan, and any subsequent Strategy Action Plans.

Location & Remuneration

The role will be based at the BMC's headquarters located in south Manchester.

The nature of the role requires frequent travel and applicants must be flexible to spend periods of time away from home at weekends and evenings with potential travel overseas.



The Individual

Essential criteria

- Bachelor's or master degree in a relevant discipline; or equivalent qualification or experience
- Previous working experience as senior leader reporting in to a board
- In-depth knowledge of corporate governance, finance and performance management principles
- Ability to build consensus and relationships among the Board of Directors, Senior Management Team, Partners, Volunteers, Clubs, workforce and other stakeholders
- Member focused, exercising a high level of professional judgment
- Previous experience of working with volunteers and committees
- A collaborative management style, excellent people manager who delegates responsibilities effectively
- Ability to identify, address and resolve problems
- Ability to think strategically and critically in order to develop strategic plans
- Understanding of human resources and personnel management
- An understanding of the key risks facing the business and the industry sector
- Tact and diplomacy in decision making when speaking to partners and stakeholders
- Excellent communication and public speaking skills
- Ability to inspire confidence and create trust
- Advanced interpersonal and influencing skills
- Active participant in one or more of indoor & outdoor climbing, hill walking, mountaineering, ski mountaineering or ice climbing
- Patience, adaptable, resilient and a good listener
- Comfortable working in a diverse environment
- Good understanding of the interests of climbers, hill walkers and mountaineers and the freedom to enjoy these activities.

Desired criteria

- An understanding of the functions of a membership organisation / governing body of sport would be an advantage but is not a requirement
- Previous experience of growing membership organisations and marketing to potential new members
- Welsh speaker.



Search Process

Approach candidates

We will have an initial discussion with you over the phone to determine your interest and suitability for this role, and discuss a little about your background and aspirations.

Interview candidates

Once your interest and suitability has been determined we will arrange for you to meet with the Partner leading this search.

Short listing

Having met with candidates who will differ on experience, ambition and background, we will put forward a number of candidates whom we feel most meet the criteria.

Meeting our clients

British Mountaineering Council will meet the candidates on the shortlist. This will give you the opportunity to really understand the role, the company culture and their expectations of you. You will more than likely have multiple meetings with key stakeholders to get a feel for the business.

Due diligence

As you will appreciate, you will have conducted due diligence on British Mountaineering Council and they will expect us to do the same for the candidates who they anticipate would really bring that 'something special' to the business.

Offer and acceptance

British Mountaineering Council puts together the offer which we convey to you. We will fully support you through your resignation period and beyond.

Ongoing communications

We like to maintain contact with all candidates from a search. If you have been successful in this activity we will meet with you after your first month to ensure that your expectations have been met. If you have not, we will ensure that you gain full feedback and we will maintain a relationship with you for the future.

Inclusion & Diversity

We aim to ensure that each and every stage of the search process is as inclusive as possible and we work to support British Mountaineering Council in their own commitment to inclusivity.

Confidentiality

We guarantee that any approach we make to you and any discussions we have will be in the strictest confidence. Any discussions will be conducted under the terms of a formal nondisclosure agreement.



Candidate Charter

Talented people are our lifeblood

Whether we approach you about a specific opportunity, or you contact us to share your biography and career ambitions, we want you to have a constructive experience of engaging with Odgers Berndtson.

We recognise that we have a commitment to you as well as to our client, and we undertake that our dealings with you will be professional, courteous, rigorous and honest.

We will:

- Approach you after considered analysis and in relation to roles where we think there is a strong match. Your time is valuable; we don't want to waste it
- Work to make your candidacy as strong as it can be
- Represent you effectively and discreetly to our client, based on accurate information that you give us in confidence
- Be inclusive, open and fair-minded
- Keep you informed, communicating outcomes promptly, and giving fair and honest feedback where we can
- Celebrate your success in the event of a successful outcome, and share any lessons in the event of disappointment
- Take a long-term view, recognising that you have a multi-year view of your own career. Where possible, we will help you fulfil your ambitions
- Embrace continuous improvement, for example by carrying out regular independent audits of those we shortlist for roles.

If ever you feel we have not lived up to the letter or spirit of this charter, please tell us. We want to know. Email KScrope.CEO@odgersberndtson.com.



How to Apply

How to apply

In order to apply, please submit a comprehensive CV along with a covering letter which sets out your interest in the role and encapsulates the aspects of your experience relevant to the required criteria. Please include current salary details and the names and addresses of three referees. Referees will not be approached until the final stages and not without prior permission from candidates.

Please send your application to:

Euan Frizzell

Euan.Frizzell@odgersberndtson.com

Alexander Gordon

Alexander.Gordon@odgersberndtson.com

Vanessa Hill

Vanessa.Hill@odgersberndtson.com

Personal data

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and / or biometric data) in your CV and application documentation. Following this notice, any inclusion of your Sensitive Personal Data in your CV/application documentation will be understood by us as your express consent to process this information going forward. Please also remember to not

mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

Contact details

For a conversation in confidence, please contact:

Euan Frizzell

Euan.Frizzell@odgersberndtson.com

Alexander Gordon

Alexander.Gordon@odgersberndtson.com

Vanessa Hill

Vanessa.Hill@odgersberndtson.com

We are committed to ensuring everyone can access our website and application processes. This includes people with sight loss, hearing, mobility and cognitive impairments. Should you require access to these documents in alternative formats, please contact gemma.vaughan@odgersberndtson.com.

Also, if you have any comments and/or suggestions about improving access to our application processes please don't hesitate to contact us response.manager@odgersberndtson.com.





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