



Chief
Executive
Officer



Two Ridings
Community Foundation

A message from our Chair

Thank you for your interest in leading Two Ridings Community Foundation.

This is a unique role in Yorkshire where you will be the driving force for positive change for the people and communities in the region.

You have a special opportunity to take a currently thriving charitable organisation to the next level, alongside using your skills in donor development, and fair and good grant making.

In the last few years our Chief Executive has grown our endowment to £9m; you will take it further.

You'll lead a vibrant and passionate team wanting to truly make a difference. A brilliant communicator, you'll also get a buzz from a varied and exciting role, as well as bringing in the money.

This isn't a leadership role where you observe from afar, this is you leading by example.

You'll be working in one of the most beautiful and diverse regions of the country, where there are areas of untapped potential for investment, and hidden needs to uncover.

Being Chief Executive of Two Ridings is a once-in-a-lifetime opportunity to make change in a region you love.

It's the only role in North and East Yorkshire like this.

Our outgoing CEO says that it is the best job in the world. Are you ready to be a catalyst for change?

Richard Frith
Chair of Trustees



What is a community foundation?

A community foundation connects philanthropic people with local causes that matter to them.

They are charitable organisations focused on supporting a defined geographical area by building endowments and generating funds to support community needs and local organisations making a difference.

Two Ridings is one of 47 accredited community foundations in the UK. Our region is wide and varied, it includes North and East Yorkshire (hence Two Ridings) and the cities of Hull and York. This brings an ever-changing array of opportunities, and challenges.

Community foundations offer a variety of grant-making programmes funded by donations from individuals, families, businesses as well as grants from local authorities and the Government.

Community foundations are unlike other regional charitable organisations because they do not focus on just one specific cause (like cancer or homelessness), they focus on a wide range of issues affecting their local communities.

About Two Ridings

Two Ridings plays a special and trusted role in our region by enabling people who want to give across North and East Yorkshire to set up funds and donate to causes they care about; issues like rural suicide, poverty and children's mental health and wellbeing.

From those funds and donations Two Ridings makes grants and gives support to hundreds of grassroots community and charitable organisations across Yorkshire who provide crucial services and life changing activities for local people.

Those grants tackle inequality, alleviate poverty, address loneliness and improve wellbeing, helping to create strong, sustainable communities. Our work is exciting and varied. No two days are the same at a community foundation.

Two Ridings works with funders, statutory bodies, families, businesses and individuals to realise a shared vision of a connected, thriving region for everyone.

Since our inception in 2000, we have delivered over £17 million into local communities benefiting thousands of people each year.

Our strong partnerships and unique insights see donors trust us with their giving to champion positive change where it is needed most.

Our people and knowledge are what makes us strong. Governed by an engaged board of trustees who work hand in hand with a core team of passionate staff.

Based in York, but with our roots all over the region, at Two Ridings it's all about local people being the difference.



Our Vision

**A connected, thriving
North and East Yorkshire
for all**

Our Mission

**With people at the heart of
everything we do, we
contribute to positive change
in North & East Yorkshire by
developing relationships,
inspiring investment and
making grants to transform
lives and strengthen
communities.**



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Our Region

If you are interested in this role, you will already know our region - North and East Yorkshire, including the cities of York and Hull - is a tale of many different places.

You'll know about possibly the best coastline in the country dotted with picture postcard towns and fishing villages. About our beautiful Dales and rugged, dramatic Moors. You'll remember Hull's vibrant year as the City of Culture and about York where history demands attention around every corner.

Oh yes, you will know that God's own country is beautiful, varied and inspiring. But scratch below the surface and you see a different story, perhaps a story people aren't so familiar with.

Our region has been chronically underfunded, both through Government and charitable funders. This, combined with hidden poverty, loneliness and mental health issues, means our work as a community foundation is more crucial than ever.

Our local charities are still dealing with higher than ever levels of demand post the pandemic.

The cost of living crisis means more and more beneficiaries are relying on local community services, not just for 'nice haves', but for crisis support.

Increased operating costs, sometimes four-fold from the year before are seeing some charities fold or are very close to it.

Our coastal towns are struggling; pockets of deprivation and poverty are just behind the 'tourist-friendly' seafront. The young people see them as towns designed with tourists in mind, not for local people to live in and thrive.

The vibrant city of Hull has an abundance of creativity and brilliant community organisations, however, the inequalities and hardship run deep through many communities.

Being such a large county, rural towns and villages have dire transport issues, huge digital divides and are acutely affected by loneliness and isolation.

For this role you will understand that 'place' is paramount.





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Donor development

Two Ridings enriches the lives of thousands of our most vulnerable people in Yorkshire every year, but that is only possible thanks to the generous people and organisations who give to us.

Their investment enables our transformational support to happen.

Our knowledge of tax efficient philanthropy and fund management in Yorkshire and the deep relationships we make with our donors ensures individual's investments impact the issues, communities and places that they care about.

Grant making

Two Ridings awards grants to local community and charitable groups across the region.

Whether in times of crisis – flooding, coronavirus or right now the cost of living crisis – or in recognition of specific needs or issues, we use our skills network and knowledge, honed over 20 years, to make the most impact with our grant making, reacting quickly to reach those most in need.

We have a fair and equitable ethos of grant making ensuring the process is as simple and easy as possible for the people applying, whilst still honouring the wishes and requirements of our donors.

Our impact

Since our inception in 2000, Two Ridings has delivered over £17 million into local communities benefiting thousands of people each year. Last year we gave out £2.2million to 523 groups improving the lives of nearly 100,000 people.

But the figures are only one side of our impact. The real impact is stories we hear on a daily basis of local people feeling included and having their voice heard, feeling happier and healthier, feeling that their lives have been transformed.

Finance

Our income is from two main sources:

- Voluntary income from grants and donations which can be 'flow-through' or held as endowment.
- Investment income from our endowed funds managed by our investment managers.

Flow through donations and the return from our endowment are used to fund our grant programmes, a small percentage of which covers our administration and core costs.

Total income for 2021/2022 was £4.7m and our endowment fund at the year end was £8.6m.

We hold free reserves to cover 9 months of core operating costs to ensure the smooth running of the organisation in the event of unforeseen financial circumstances.





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How we work



Committed to Sustainable Development Goals (SDGs)

At Two Ridings our work contributes to a global effort to achieve a better and more sustainable future for all. We use SDGs to measure how we meet those needs in our Yorkshire communities and within our foundation. We focus primarily on four SDGs: Good health & wellbeing, No poverty, Reduced inequalities and Sustainable cities and communities

Our long term plan

We are half way through our current five year plan which highlights our four key aims

People at the heart of everything we do

We are in the business of people; people and places working together to make change. Without people at the heart, everything else we do is irrelevant.

We are constantly giving the people we work alongside, the groups we support, our donors and our volunteers the opportunity to tell us what they think and we listen and act.

With a vision for a connected and thriving region for everyone, we put people first.

We are a relational funder, this means more than giving grants. It's about the wrap around support we give and the trust that inspires.

Inspiring investment into Yorkshire

Through building strong and meaningful relationships with our supporters and sharing the inspirational stories of the difference made, we inspire investment into the region.

People trust Two Ridings. They know our investing is equitable and ethical and we are the best place for charitable giving in North and East Yorkshire.

Without those funds and donations coming in, we cannot provide the grants and support that makes us impactful and a vital difference in our communities.

Investing in Two Ridings creates momentum; an energy, a real opportunity for growth and change.

Transforming communities through grant making

A small amount of funding can transform a community and we have the knowledge and relationships to make that happen.

Because we understand the people and places that make up the region, we make grants based on need.

We have a robust grant making process that is transparent, fair and responsive. We are known as an organisation that is impartial and goes that extra mile for the groups we support.

We used lived and learnt experience to ensure we are constantly in tune with the communities we work alongside.

Our processes are transformative, not transactional.

Using our knowledge to champion positive change

Two Ridings is a force for good, an advocate for a fair and equal North and East Yorkshire.

We measure our impact, both in our grant making and throughout the wider organisation, through UN Sustainable Development goals.

We are not afraid to push boundaries, or to test out a new approach.

We have an openness for innovation, a hunger for dynamic working demonstrated in our participatory grant making, collaborative leadership network and panels run by young people and people with lived experiences.





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The Chief Executive role

With a ground-breaking Royal visit under our belt, the largest ever single donation of £2.1million won, our Leadership programme gaining a further three years of investment and over 500 grants made this year, there has never been a more exciting time to join the Two Ridings family.

We are looking for a dynamic CEO to lead our passionate team and inspire more investment into our diverse region, so we can continue to nurture grassroots organisations and create strong and sustainable communities.

With a vision for a connected and thriving North and East Yorkshire for all and a passion for catalysing positive change, you will lead our dynamic team and volunteers and work closely with our supportive Board to ensure our mission remains compelling and our services make a powerful impact on people's lives.

Inspiring investment into Yorkshire you will have the drive to build trusted relationships with the donors and philanthropists who invest in Two Ridings. You will be determined and demonstrative, not afraid to make an ask, but at the same time moving on seamlessly to the next opportunity. You will understand the needs of the diverse communities we serve and be able to paint the urgency of these for people and businesses keen to give.

With people at the heart of everything we do you will be a natural communicator, joining in with the beneficiaries of the groups we support one day and creating strategic plans with key regional innovators the next. You're authentic, with empathy and integrity and have proven commitment to Equity, Diversity and Inclusion. We are looking for passion over qualifications and value both lived and professional experience. Collaborating and connecting with a huge range of partner organisations and local leaders will be second nature to you.

As a prominent regional grant maker we want to embrace the next generation of leadership to further progress our reputation as a forward-thinking Northern change maker. This is a role where you will be an influential leader and strong ambassador in the fantastically diverse region that is Yorkshire.



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Strategy, planning & governance

Ensure Two Ridings Community Foundation's vision and strategy remains compelling and tackles the pressing needs identified within the communities of North & East Yorkshire, working in partnership with the Board of Trustees and Staff Team.

- Lead on the development of Two Ridings' business plans to deliver the objectives and priorities of the Foundation, in collaboration with the Senior Leadership Team to present to the Board of Trustees plans that are ambitious, yet realistic and adequately resourced.
- Provide organisational leadership, working with the Senior Team to deliver the agreed business plans, reporting appropriately to the Board of Trustees on progress against the agreed priorities and plans
- Support the Chair to further develop the Board of Trustees as an effective, cohesive and engaged team.

Leadership and management

Work with the Senior Team to ensure inclusive and effective leadership, and that development support is in place to sustain a positive culture where people are valued and supported to excel and achieve our plans.

- Responsibility for the financial sustainability and probity of Two Ridings Community Foundation and its invested funds.
- Together with the Head of Finance & Operations, ensure that appropriate financial plans and budget monitoring are in place to enable the Board of Trustees and Senior Team to effectively set and monitor budgets.

Donor development

Cultivate and secure new donors to bring in new funds, focusing on significant donations across all sectors.

- Responsible for relationship management systems for all existing donors and have a key personal role in curating and further developing opportunities with major donors and donor organisations.
- In conjunction with the Business Development Manager, ensure that Two Ridings Community Foundation donor development and related plans deliver the organisation's targets for donor income, including writing grant applications, maximising agreed development opportunities and monitoring performance against the plan.
- Respond to needs for emergency funding, including launching and managing appeals, and managing distribution at pace to beneficiaries, associated media and communications, in partnership with the senior management team.



Community leadership, knowledge & philanthropy

Position Two Ridings Community Foundation as a leading authority on the needs in communities in North & East Yorkshire, highlighting current and future challenges to ensure that support from Two Ridings and other organisations is effectively targeted.

- Identify and develop relationships with key sources of funding at local, regional and national levels to ensure Two Ridings Community Foundation is well positioned to leverage or attract external funding for North & East Yorkshire.
- Further develop the Two Ridings' understanding of needs in the communities of North & East Yorkshire and ensure that this is used to inform future grants strategy and policies as well as our positioning.

Grant making and other programmes

Accountable for ensuring that appropriate grant making policies and processes are in place to facilitate effective grant-making, in partnership with the Head of Programmes & Partnerships.

- Accountable for ensuring that the impact of Two Ridings' grant making is understood and widely promoted to support further donor development, working in partnership with the Head of Programmes & Partnerships.
- Ensure that all funds awarded effectively match donor interests with local needs, and vice versa.

External profile, PR and relationship building

Further develop the profile of Two Ridings at a high level across the area, regionally and where appropriate nationally, across the private, public and third sectors promoting its work and reputation.

- Develop strategic relationships with key stakeholders and organisations across North & East Yorkshire, including the business community, public sector, third sector and community groups, the NHS and the media.
- Lead the Two Ridings' engagement with the UK Community Foundation network and individual community foundations.



The kind of person you are

Our Chief Executive is an inspiring person, driven to change lives.

With high integrity at your core, you are a collaborative and generous leader, able to connect and forge relationships at all levels.

You're an empowering person, committed to developing others to achieve their full potential.

You are strategic and adaptable, able to deliver change and make an impact.

You will have a clear understanding and commitment to removing barriers and creating environments that support equity, diversity and inclusion.

You will be curious and open to challenge and complexity and be appreciative of different perspectives.



Your experience and knowledge

- Proven experience in developing organisational strategy to achieve long term objectives and business plans.
- Experience of working effectively with an accountable body e.g. a Board as part of a Senior Management team, including Non-Executive Directors or Trustees.
- Experience of leading, developing and motivating a team to deliver high levels of organisational performance, plus a track record of delivering against personal targets and objectives.
- A track record in business development and building relationships.
- Successfully attracting funding in the private, charity or public sectors.
- Financial literacy and experience of managing budgets.
- An understanding and commitment to the voluntary sector and familiarity with philanthropy and grant making.
- Knowledge of place and relationships in North & East Yorkshire and commitment to its communities.
- Knowledge of the legal environment - charity law, GDPR and professional codes and standards.

Terms of appointment

Salary: £60k - £67k

Hours: 35 hours per week with flexible hybrid working

Pension: 5% employee and employer pension contributions

Holidays: 25 days + 3 fixed days at Christmas + bank holidays

Location: Region wide, based at Two Ridings office in York

Probationary Period: 6 months

Accountability: Reports to Chair and responsible to Board of Trustees

How to apply

Fill in the application form at <https://www.tworidingscf.org.uk/ceo-recruitment/>.

In line with our EDI policy all initial applications will be anonymised.

Closing date: 9.00am Monday 23rd January 2023

Interviews will be held on Tuesday 21st February 2023

Want to chat about the role?

Please email recruitment@tworidingscf.org.uk to arrange an informal chat with our Chair of Trustees or a member of the senior management team.

Your skills and abilities

- An inclusive and facilitative leadership style, with the ability to inspire and motivate staff, volunteers and trustees.
- The ability to inspire, engage and build trusted relationships with all stakeholders especially donors and beneficiaries
- Thoughtful, empathetic communicator able to listen and engage in a broad range of settings with a variety of people
- A strategic thinker with the ability to innovate and drive change but can also be hands on and practical within an organisation with limited resources and make difficult decisions when necessary.
- Ability to identify opportunities and make them happen.
- The ability to undertake extensive travel throughout the region both in cities and rurally including some weekends and evenings.



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