

DIRECTOR ROLE DESCRIPTION – Chief Executive Officer – EXTERNAL USE

EVA ENGLAND OVERVIEW

EVA England was established in June 2020 by six passionate Electric Vehicles (EV) enthusiasts who were inspired by the advocacy and services that consumer associations representing EV drivers in Scotland, the Netherlands, Norway, the USA and elsewhere were providing.

The founders of EVA England (many of whom are still active on its Board) were keen to connect with other passionate EV drivers, sharing experiences and supporting one another. They wanted to offer a voice for current, new and prospective electric vehicle drivers and accelerate the transition to an electric England.

We aim to support and represent EV drivers in England, to offer unbiased advice on all things electric vehicles, provide guides and tips for current and prospective drivers, as well as grow an empowered community of EV drivers in England. We promise to operate transparently as we champion our members and equip them to be EV advocates in their communities.

In our first four years we have established ourselves as the champion for EV drivers, building a strong network across industry, in parliament and government, sitting on numerous government and industry working groups, and being regularly asked for comment on policy developments within the media. As our first CEO steps down, we are looking for a replacement to continue to shape and grow the organisation.

EVA England is a registered non-profit Community Interest Company.

BACKGROUND TO THE ROLE

EVA England is at a key point in its development and growth as an organisation. The new CEO will need to lead growth of the organisation and oversee delivery of the mission and vision agreed with its members. This will include establishing a sustainable funding mechanism and the governance and resourcing structures appropriate for a growing company, whilst maintaining our independence and integrity.

The individual needs to think and act strategically, build networks across industry and government and must be proactive in implementing best practice governance and business controls whilst not stifling the entrepreneurial spirit.

A strong policy background will be needed to maintain our position as a trusted and knowledgeable voice, as well as a campaigning background with strong communication skills and experience of media to continue to push for changes in regulation and legislation.

JOB SUMMARY

Job Title	Chief Executive Officer – Electric Vehicle Association England CIC
Job Type	Full time / Flexible Working 12 month fixed term contract with potential to extend
Salary	up to £55,000
Pension	employers contribution 5%
Base	England, remote with good accessibility to London

INTRODUCTION

Do you have an enthusiasm for electric vehicles? The Electric Vehicle Association England CIC (EVA England) Board of Directors is looking for a CEO to join our small and dynamic team.

This is an ideal role for an experienced professional looking at growing a not-for-profit organisation. This role is key for the next phase of our organisation in making EVA England a dynamic membership organisation and to be self-sustaining through membership and income generation.

JOB PURPOSE

This role reports directly to, and is accountable to, the Board of Directors. As CEO, you will be responsible for the overall success of EVA England and for making operational and managerial decisions. In addition to the overall success of our not-for-profit organisation, the CEO is responsible for leading the development and execution of sustainable long- and medium-term policy and financial strategies to achieve EVA England’s goals.

PRINCIPLE RESPONSIBILITIES

- Supporting the Board in the development and implementation of EVA England’s vision and mission
- Leading on development and delivery of a sustainable policy, resourcing and financial strategy for the organisation, including strategies for growth of the membership and consequent effectiveness of the organisation
- Ensuring that the company maintains high social responsibility
- Leading and managing the overall governance and operations of the company keeping good control and risk management
- Securing funding to ensure the strategy and vision of EVA England can be delivered effectively
- Building relationships and communicating, on behalf of EVA England, with stakeholders in industry, current and prospective EV drivers and government bodies
- Maintaining awareness of the EV market landscape, growth opportunities, industry developments, etc.

- Line management of one direct employee and consultants.
- Ensuring the company’s compliance with legal and business guidelines and ethics
- Review financial and non-financial reports and taking corrective action where needed

PERSON SPECIFICATION

Criteria
Experience and knowledge
Essential: Experience of successfully leading and managing teams with a broad experience of managing functions e.g. marketing, sales, finance, HR etc. also being proactive in implementing good business controls and understanding of compliance
Essential: Experience of working with a Board to develop, and to plan and implement medium to long term strategy and developing organisational goals
Essential: Experience of building strong and positive relationships and networks with senior stakeholders
Desirable: Previous experience as CEO for a not-for-profit or proven track record in a business development/ income generating role in any sector
Desirable: Evidence of a passion for making a difference in the not-for-profit sector
Skills and abilities
Essential: Evidence of developing and implementing a funding and sustainable income generation strategy in an organisation
Essential: A good social media communicator with excellent public speaking skills
Essential: Excellent interpersonal and leadership skills
Desirable: Evidence of entrepreneurial behaviour
Desirable: Experience of developing a membership organisation
Desirable: Strong analytical and problem-solving skills
Desirable: Knowledge of complying with corporate governance, finance and performance management principles
Desirable: Outstanding organisational and time management skills
Values and other requirements
Essential: Social responsibility and a commitment to the environment and/or EV sector

To apply for this role, please send your CV and a supporting statement (no more than two pages) of how you meet the person specification requirements to:
recruitment@evaengland.org.uk.

The closing date for this opportunity is midnight on Friday the 8th of November 2024.

EVA England is an equal opportunity employer and we welcome applications from all suitably qualified persons.