

DIRECTOR ROLE DESCRIPTION – Chief Executive Officer – EXTERNAL USE

EVA ENGLAND OVERVIEW

EVA England was established in June 2020 by six passionate 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. Amidst a pandemic and resulting lockdown, we met to share our experiences and hone what we wanted from an EV-focused members organisation in England.

Making the switch to EVs was one of the best decisions each of us has made, but it wasn't without its difficulties. From picking our first EV, to learning to charge and wanting to connect with other passionate drivers – we've been through it all.

That's why we founded EVA England – we want to offer a voice for current, new and prospective electric vehicle drivers and accelerate the transition to an electric England.

In our first year, we have responded to a Government Consultation on ending the sale of new petrol and diesel cars and vans, advocated for a 2030 Phase Out Date to Government and the media, presented to the EV Energy Taskforce and have established connections with other EV groups in both the UK and abroad – and we've only just begun.

Going forward, 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.

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. In receipt of grant, EVA England is now in a position to recruit a small team with the CEO being the leader to deliver the mission and vision, and create the future organisation. The grant has been provided with the proviso that EVA England must be self-sustaining within 18 months. The individual needs to think and act strategically, build networks across industry and government and must be proactive in implementing good business controls whilst not stifling the entrepreneurial spirit.

JOB SUMMARY

Job Title	Chief Executive Officer – Electric Vehicle Association England CIC
Job Type	Full time, 18 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 for the performance of EVA England. 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 and the execution of long- and medium-term strategies to achieve EVA England’s goals.

PRINCIPLE RESPONSIBILITIES

- Leading on and delivering a funding and income generation strategy, fundraising and building positive partnerships. EVA England needs you to help us strategise and build a successful framework for our funding applications, to bring ideas to the table and be knowledgeable about the kind of funders we should be working with
- Developing a sustainable fundraising strategy to maximise income growth
- Supporting the Board in the development of EVA England’s short- and long-term strategy and implementing EVA England’s vision and mission along with setting strategic goals and making sure they are measurable and achievable
- Ensuring that the company maintains high social responsibility
- Leading and managing the overall operations of the company keeping good control, risk management and overall governance
- 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.

- Ensure 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
Qualifications and training
Essential: Degree or Masters in business/ management or equivalent experience
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 18 February 2022.

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