

## DEPUTY CHIEF EXECUTIVE OFFICER (CEO)

### Frequently Asked Questions

#### **Is this a fulltime role?**

This will be discussed with the successful candidate before accepting the position. A decision will be made by the Board of Trustees based on the needs of Potential Plus UK and the experience and expertise of the successful candidate.

#### **When are you aiming to appoint someone to this role?**

By September 2023 depending on the successful candidate's notice period in their current role.

#### **Who will be on the interview panel?**

The CEO, Julie Taplin, who will line manage the Deputy CEO, the Chair of Trustees, Steve Ramsden and at least one other trustee.

#### **What will be the areas of responsibility for the new Deputy CEO?**

Please see details in the job description. It will also include leading two of our strategic objectives.

#### **My recent line management and strategic development experience has been in volunteer roles, am I eligible to apply?**

Yes, we would welcome your application.

#### **How does the charity see this role developing?**

The charity is committed to developing all employees and volunteers. Succession planning is an important consideration for long-term sustainability. The appointment of the Deputy CEO will both increase capacity for innovation and provide an opportunity for the right person to apply for the role of CEO in the medium term.

#### **What are the components that would enable the Deputy CEO to apply for the CEO role?**

The newly identified Deputy CEO role will provide comprehensive opportunities to develop a sophisticated understanding of all aspects of the charity's work, including with partner organisations. This will include a wide range of opportunities, including but not limited to: operational management; engagement with young people, families, schools, volunteers and Trustees; strategic planning; fundraising; developing others; financial planning. However, it cannot be guaranteed that the Deputy CEO will take on the CEO role. The post of CEO will be advertised internally and externally in due course, with interviews for those shortlisted to ensure equality of opportunity and a fair and open recruitment process.

#### **What professional learning and support would be available for the Deputy CEO?**

This will be finalised in discussion with the successful candidate to make sure it meets their needs based on their experiences to date. There will be opportunities for on-going leadership development, for example, through external mentoring.

**Can you provide more information about the fundraising element of the role?**

The charity is dependent on generating income through sales and fundraising. The Deputy CEO role will include reviewing the current situation, then creating and implementing an appropriate fundraising strategy to enable us to meet our strategic objectives.

**How important is 'lived experience' of being, parenting or supporting a young person with high learning potential?**

Potential Plus UK is a user-led organisation, so an in-depth understanding will form an important part of the short-listing and selection process.

**Does the successful candidate need to live close to the Milton Keynes base?**

Many of our team live further afield and we all work well remotely as well. However, it is important to cover the office activities so discussion about practicalities will take place with the successful candidate.