

JOB DESCRIPTION

CHIEF EXECUTIVE

Aberlour is the largest, solely Scottish, children's charity and we provide help to thousands of Scotland's most vulnerable children, young people and their families each year. We've been making a difference to Scotland's children and young people for 150 years. Our staff team of around 700 people provide specialist services to children, young people and families in Scotland. We work in partnership with the Scottish Government, local authorities and charitable grant making bodies and companies. We are projecting revenue of £34m for 2025/26 and are delivering services in over 50 locations. We currently work in partnership with 26 Local Authorities and provide support to families in 30 Local Authority Areas through our Urgent Assistance Fund.

JOB PURPOSE

The Chief Executive will direct and control all aspects of Aberlour, generating a mission-based drive to attain the best outcomes for children and families, maintaining a strong focus on growing the organisation's impact, and ensuring that the requirements of the Board and stakeholders are met. Working in partnership with the Board of Directors, the Chief Executive will develop and drive the overall strategic objectives and priorities, leading a highly skilled and dedicated organisation and focussing on ensuring best practice and effective corporate governance is built into all service, professional and corporate areas.

PRINCIPAL RESPONSIBILITIES

- Working collaboratively with the Board of Directors, the Senior Leadership Team and staff, develop and ensure the effective implementation of a vision and strategy for Aberlour that satisfies the core purpose.
- Provide advice and support to Board Members to ensure that the Board fulfils its corporate and statutory requirements.
- Develop and implement an annual business plan and budget that provide a framework for the achievement of organisation objectives.
- With the Chair and Committee leads, develop a reporting schedule covering all key performance indicators for Board discussion and decision.
- Build relationships with politicians, the media and government officials to advance the aims of Aberlour.

- Lead and manage the executive team, ensuring their professional performance and development needs are addressed.
- Maintain effective networks with all principal supporters and stakeholders. This will require an ambassadorial role on behalf of Aberlour, attending events, speaking on platforms and being the face of the organisation. At all times seek opportunities to expand and promote the role of Aberlour.
- Be cognisant of risks and changes in the external environment that could impact on Aberlour.
- Develop processes to ensure continuous business improvement through the implementation of effective quality management and risk systems.

SCOPE

Reporting to the Chair of the Board of Directors, the Chief Executive is the lead officer of Aberlour. The work of the post is determined by the strategic objectives agreed by the Aberlour Board of Directors and the operational plans agreed by the Senior Leadership Team.

The Chief Executive holds organisational accountability for the performance of operational services and corporate directorates.

Driving the development of plans, that provide effective corporate governance of Aberlour, the Chief Executive will also ensure controls and reporting procedures are in place to safeguard services users and ensure services meet all constitutional, legal and regulatory requirements. Planning will include agreeing an Individual Performance Plan with all members of the Senior Leadership Team that report directly to them.

The Chief Executive has a high degree of autonomy in developing strategic and operational objectives.

The Chief Executive is accountable for planned decision making across all operational and corporate directorates of Aberlour, ensuring that strategic and operational objectives are met, that resources are appropriately and effectively deployed, and has ultimate accountability for growth and sustainability.

The Chief Executive guides Aberlour through external environments with a high degree of complexity, risk and uncertainty, particularly in relation to standards and safeguarding of both current and planned services. The role reports to the Board of Directors in relation to risk and any uncertainty which could impact the overall reputation and future direction of Aberlour services.

PERSON SPECIFICATION

EXPERIENCE

- Experience of operating successfully in the public eye, nationally and locally to further the strategic objectives of a social care organisation.
- Experience of working collaboratively with senior personnel of national and local government, linking with opinion formers at government level and with a wide range of other agencies.
- Considerable organisational leadership experience in the provision of services for children, young people and families.
- Extensive involvement in service design, development and review, and evidence of having directly led specific improvements or developments.
- Experience of management of corporate departments.
- Knowledge of the key policy drivers and challenges facing all organisations seen as partners or stakeholders within the care sector.
- Experience of developing risk management strategies.
- Evidence of change management experience with proven results in building organisational capability in a challenging environment.
- Commercial and business acumen in the identification of brand opportunities as sector leader.
- Evidence of partnership working and building consensus with diverse stakeholders.
- Experience of driving sustainable growth in the care sector.

KNOWLEDGE AND SKILLS

- Leadership skills that inspire and influence internally and externally.
- Well-developed political acumen with ability to establish networking links to policy and opinion formers at government level.
- Up to date knowledge of Scottish social policy and childcare legislation, policy and practice issues.
- Analytical skills with a detailed understanding of organisational change and its impact on service provision.
- Keen understanding of brand development and marketing, possibly having developed brands through new product and service launch.
- Inspirational with the ability to motivate, support and develop staff.
- Service design, delivery, evaluation, and improvement.

- Project management and business development methodologies.
- People management principles and practices.
- Financial management and budgetary control.
- Interaction with funding bodies and negotiations at senior level.
- Strategic, systematic, and creative thinking.
- Change Management.
- Business planning, workforce planning and forecasting resource requirements.
- Networking and partnership working.
- Evaluation, problem solving and decision-making.
- Information management, analysis, and reporting.
- Conflict management, negotiation, and consensus building.

KEY BEHAVIOURS

- You seek to influence and shape national discussions that highlight the challenges of those who have suffered trauma.
- You constantly seek to improve performance.
- You work towards a clearly defined vision of the future.
- You articulate vision in a way that generates excitement, enthusiasm, commitment, and a sense of common purpose from others.
- You present information clearly, accurately and in a way which promotes understanding.
- You work to turn unexpected events into opportunities rather than threats and find practical ways to overcome barriers.
- You take and implement difficult/unpopular decisions if necessary.
- You take personal responsibility for making things happen.
- You demonstrate supportive leadership behaviours, evidencing a high level of self-awareness and emotional intelligence.
- You demonstrate kindness towards all who you have professional contact with.