***Chief Executive Officer – CESSAC & CESSA HA***

The Church of England Soldiers’, Sailors’ & Airmen’s Clubs (CESSAC) charity and CESSA Housing Association are pleased to announce that this leadership opportunity will become available in 2024 which could be your next career step to work within the Third Sector. The current CEO is retiring after 11 years in post and has established a sound, highly effective and professional organisation for the new incumbent to build upon.

This is a role for which candidates will not be defined by their current job title. The post may be of interest, but is not limited to, candidates with an understanding of the demands of military service and/or working with housing or charitable organisations and regulators.

The Head Office is based in Old Portsmouth, with some UK and overseas travel required.

**Our Organisation**

CESSAC is a registered service charity (226684) with a turnover of £1m that has been welcoming Armed Forces personnel and their families to its welfare and recreation centres in military bases around the world since 1857. Eight centres are operating, four in the UK and four overseas; we want the new CEO to help increase the scale and impact of these operations.

CESSA Housing Association was established in 1974 to provide social housing to Service veterans. The Association now has 191 homes in five sheltered apartment blocks, each supported by a Scheme Manager, in the Portsmouth area. The Housing Association has a £1.3m turnover, resident satisfaction is currently at 95% and we have waiting lists for the schemes. We also provide full management services to 91 homes across schemes in Portsmouth, Saltash and Greenwich on behalf of Greenwich Hospital. This generates a further £700k turnover.

The first Greenwich Hospital scheme was established in 1988 and it has worked in conjunction with CESSAC and CESSA Housing Association from the outset: they support Greenwich Hospital beneficiaries with close links to the Royal Navy and Royal Marines.

CESSAC and CESSA HA continue to maintain very important historic and business links as well as shared values; both are driven by a determination to help meet the needs of serving and ex- service personnel.

Further detail, including Annual Reports and Accounts, is available at:

[www.cessaha.co.uk](http://www.cessaha.co.uk)

**Remuneration & Benefits**

* Full time and permanent role
* Competitive package of £78-85,000 p.a. dependent on experience
* Contributory pension
* Annual Pay Review
* Opportunity for hybrid working
* 25 days paid holidays p.a. plus Bank Holidays – rising to 30 days with time served
* Support from a strong board of Trustees, Director of Housing, Director of Operations and the Head Office Manager who are committed to ensuring that staff at all levels always have the training they need and the opportunity to develop their professional skills and experience in an ever-changing working environment.

**Our Trustees & Board Members**

There are currently 9 volunteer Trustees, including the Chair, with a wealth of expertise and sound business acumen covering a variety of sectors: for example, but not limited to, Housing, Military, Finance, HR, Education and the Third Sector. All are pro-active and supportive of the CEO and all staff.

**Overview of the Role**

As the Chief Executive of both CESSAC and CESSA HA you will play a vital role in shaping the organisations for the future, providing vision and strategic direction in line with their core values and beliefs.

Working closely with the Board of Trustees, CESSAC’s Director of Operations, CESSA HA’s Director of Housing and the Head Office Manager, together with a highly motivated team you will have responsibility for overseeing the day-to-day operations which will include:

* Providing advice to the Chair and ensuring that the Board receives appropriate advice and information on all relevant matters, including all legal, regulatory and constitutional responsibilities.
* Overseeing the delivery of value for money services through CESSAC’s Director of Operations and CESSA HA’s Director of Housing, 5 further staff in Head Office and over 50 more working in the UK and in overseas garrisons.
* Delivering secretariat support to the Board, and ensuring that the organisation formulates and regularly reviews strategic plans as well as meeting its objects and statutory responsibilities.
* Developing and maintaining sound financial policies and plans.
* Representing and promoting CESSAC and CESSA HA externally, seeking opportunities to expand their roles to meet the changing needs of the Armed Forces and ensuring that CESSAC and CESSA HA are appropriately represented with professional associations and stakeholders.

**The Candidate**

It is recognised that there will be some learning for the successful candidate and full support will be given as appropriate to your needs.

We expect the successful candidate to be able to:

* demonstrate relevant leadership skills and experience
* show enthusiasm to learn and adapt to aspects of the role that may be new to them
* provide evidence of a good knowledge of financial management and accounting principles
* demonstrate a sound understanding of governance in a regulated environment
* engage and inspire colleagues as a strategic senior leader, with the ability to think long-term and horizon scan

It is expected that you will have worked successfully in a multi-disciplinary environment and will be at a stage of your career to lead a complex people-focused organisation.

With a small Head Office team and off site-based colleagues, within the UK and overseas, you will need to be able to direct close-knit charitable organisations and be a positive leader who can inspire, support and empower to get the best from them. Being a hands-on team player when needed will be essential as will the occasional requirement for travel, evening, and weekend work.

***Fuller detailed information can be found in the attached Job Specification and Candidate Profile***

**Your Application**

If you share our passion for supporting serving personnel and veterans, and you feel you have the relevant leadership skills and experience, we would like to hear from you.

CVs, of no more than 2 pages, should be submitted with a supporting personal statement describing how you would use your experience and skills to meet the requirements of this role.

We will seek personal references after selection of our preferred candidate. You will be requested to provide names and contact details of at least two referees. We will inform you before contacting your referees.

*Our organisation is committed to embracing diversity, equality and inclusion and positively encourages applications from suitably qualified and eligible candidates regardless of gender, race, age, sexual orientation, belief, disability or socioeconomic background*

*Please attach your CV and a personal statement via e mail:*

[*enquiries@cessaha.co.uk*](mailto:enquiries@cessaha.co.uk) *Subject: CEO Application*

***It would be most helpful if you could include in your submission how you were made aware of the vacancy***

**Closing date for applications: 15 March 2024**

**Short listed Candidates informed by: 25 March 2024**

**Formal Interviews: 18 April 2024**

**Offer – subject to References by: 23 April 2024**

**Start Date: By August 2024, *subject to current employment and notice period required***