



CHAIR OF TRUSTEES

Recruitment pack



THE JO COX
FOUNDATION

ABOUT US

The Jo Cox Foundation makes meaningful change on issues that the late Jo Cox MP was passionate about.

We are a small charity and, like Jo, we believe that a kinder, fairer and more connected world is possible. Underpinning this belief is the understanding that we have more in common than that which divides us. As we work to make change, we follow Jo's example of collaborating with others and bringing people together to achieve more than we can alone.

OUR VALUES

We make change led by the values through which Jo lived her life:

Ambitious: We believe, like Jo, that there should be no 'too difficult to deal with' pile.

Collaborative: We believe that achieving real change requires us all to pool our strengths and exchange our skills and resources.

Empathetic: We believe that kindness and compassion are signs of strength, and that only by understanding others can we build relationships and bridge divides.



THE ROLE OF THE CHAIR

THE ROLE

The role of the Chair is to **work in partnership with the CEO and the rest of the Board to provide strategic leadership** for The Jo Cox Foundation, and to develop a high performing Board of Trustees to ensure the effective governance of the organisation.

This is an **unpaid, voluntary role**. The Jo Cox Foundation will pay reasonable out of pocket expenses, including travel expenses.

KEY RESPONSIBILITIES AND DUTIES

LEADERSHIP

- Work in partnership with the Chief Executive to ensure that there is strategic and effective leadership for the organisation.
- Lead the Board of Trustees, developing a high performing Board.
- Chair and facilitate Board meetings, including setting the agenda with the Chief Executive.
- Provide leadership to continue to develop a positive organisational culture in line with the organisation's values including through the principles of diversity, equity and inclusion.
- Work with the CEO and Trustees to develop and help support an ambitious fundraising strategy for the Foundation.
- Enable Trustees to engage regularly with staff and contribute appropriately in supporting their work.
- Through regular contact, support and appraise the performance of the Chief Executive, including supporting their professional development.

KEY RESPONSIBILITIES AND DUTIES

STRATEGY

- Ensure that the Board and management team remain focused on the delivery of the organisation's strategy.
- Work with the Chief Executive to lead the review of the organisation's strategy as and when required.

GOVERNANCE

- Ensure that The Jo Cox Foundation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensure that the appropriate governance structure and adequate scrutiny is in place, including on Board sub-committees.
- Oversee the recruitment, induction, training and succession planning for Board members and ensure clarity on the respective roles of trustees and staff.
- Oversee an annual review of Board governance to ensure systems and processes are working well.
- Ensure that the Board fulfills its duties to ensure sound financial health of the Charity, with systems in place to ensure financial accountability.
- Foster respectful relations within the Board, all stakeholders of the Foundation including, importantly, Jo's family, as well as across the organisation, ensuring all engagements embody Jo's values.

EXTERNAL RELATIONS AND STAKEHOLDERS

- Help represent the organisation externally, including acting as a media spokesperson for key moments.
- Help develop and maintain good relations with funders and potential funders.
- Develop and maintain good relations with key political stakeholders.
- Lead on the relationship with Jo's family on behalf of the Foundation.

TIME COMMITMENT

- Currently **6 board meetings are held per year**, with an intention to change to quarterly meetings when the board decides that this is appropriate. Board meetings are usually held in the evening, with occasional afternoon meetings. Board meetings alternate between face to face and by video call. Face to face meetings are held in either London or Batley.
- **One to one meetings are held with the Chief Executive** by telephone or video call, currently scheduled weekly for approximately 30 minutes.
- **Emails and telephone** calls as required.
- Some **ad hoc** meetings and events.
- Board **sub-committee meetings** as required.



WHO ARE WE LOOKING FOR

We are looking for **a high-profile, influential and well networked individual** to lead our Board of Trustees. You'll be willing to use your personal profile and networks to support the development of the Foundation through our next phase, helping us to grow our income, activities and impact, as we continue our work on areas that Jo was passionate about.

In addition, you will have **strongly held personal values** which align with The Jo Cox Foundation's vision and Jo's 'more in common' ethos.

These values will be reflected in your **respect for others and the desire to make a truly positive contribution** through your work.

Applicants should be able to demonstrate, through examples, how they meet the following Person Specification criteria, either through their paid or voluntary work experience.

ESSENTIAL KEY CRITERIA

KNOWLEDGE AND EXPERIENCE

- Experience of strategic leadership.
- Experience of operation at board or senior level within an organisation.
- Experience of chairing meetings and events.
- Experience of external representation, including media work, delivering presentations and managing stakeholders.
- A broad understanding of charity finance.
- A broad understanding of the fundraising landscape for charities and a successful track record in fundraising at a strategic level.
- Depth of knowledge about at least one of the Foundation's workstream areas.
- Experience of charity governance and working with or as part of a Board of Trustees.
- Financial management experience.

SKILLS AND ABILITIES

- Strong leadership skills, and the ability to bring people together.
- A proven ability to develop and oversee strategy for an organisation.
- Able to build an effective Board, securing the commitment and participation of the other trustees.
- Excellent relationship building, influencing and negotiating skills.
- Able to handle contentious issues.

PERSONAL ATTRIBUTES

- Commitment to the values of The Jo Cox Foundation.
- Clear commitment to diversity, equity and inclusion.
- Personal gravitas to lead a significant national organisation.

INDUCTION, TRAINING AND SUPPORT

The successful applicant will be provided with an induction programme. **You will work closely with the current Interim Chair and the Interim Chief Executive** to develop an appropriate level of experience and knowledge of the organisation, for example by attending sub-committee meetings, meetings with team members and/or visiting projects where appropriate.

The new Chair will be able to observe a board meeting as part of their induction process, before beginning to chair the meetings themselves.

The new Chair will also **meet with Jo's family** and begin establishing a positive working relationship with them. As a family foundation these links are essential to our work being embedded in Jo's roots and the values she stood for.



SOUND INTERESTING?

HOW TO APPLY

Please email your CV or a link to your LinkedIn profile, with **a covering letter detailing why you feel you would be a good fit for this role**, and demonstrating how you meet the criteria described in the Person Specification to: chair-recruitment@jocoxfoundation.org.

Your covering letter should be no more than 750 words.

Please send us your applications by close of business on Friday 14th March 2025; applications received after that day may be considered but that is not guaranteed.

Interviews are planned for **Friday 28th March 2025**, though this date is subject to confirmation. Short screening interviews are planned in the run-up to the in-person interview for shortlisted candidates.

We look forward to hearing from you!

ABOUT OUT WORK

We work in three areas:

- we nurture **stronger communities,**
- champion **respect in politics,** and
- advocate for **a fairer world.**



STRONGER COMMUNITIES

We want **less lonely, better connected communities** across the UK, where everyone feels that they belong.

Jo Cox knew that developing social connections with people like us, and with those who are different, helps to build individual and collective wellbeing, trust, resilience and cohesion.

We nurture stronger communities through **our local work in West Yorkshire and three national programmes**: the More in Common Network, the Great Get Together and the Loneliness Action Group.

STRONGER COMMUNITIES

OUR WORK IN WEST YORKSHIRE

Jo Cox's career took her around the world, yet **her sense of belonging and her identity were always firmly rooted in Yorkshire**. In 2015, Jo Cox was elected as MP for Batley and Spen, allowing her to represent her home region in the UK Parliament.

The Jo Cox Foundation is based in West Yorkshire and **our work here brings people together across lines of difference**. Rooting our Stronger Communities work in West Yorkshire enables us to improve lives locally, while also building our knowledge, credibility and evidence to share with communities and platforms across the UK.

At present, this work is focussed on delivering **an 18-month project to explore bridging and belonging in North Kirklees**, funded by the National Lottery Community Fund.

Through this project we are bringing communities together through a series of events in Batley, Dewsbury and Heckmondwike. These events are exploring the themes of community, place and belonging, and are helping us to **create a shared vision for the future of the area**.

Our Bridging & Belonging community group at an in-person workshop



STRONGER COMMUNITIES

MORE IN COMMON NETWORK

The More in Common Network is a **collection of groups and partnerships across the UK** who champion Jo Cox's powerful 'more in common' message to bridge divides in their communities.

Through the More in Common Network, we're building a **movement of people who are skilled and confident in identifying and bridging divides**. While the Network is made up of different groups and partnerships, we are united by a shared 'more in common approach' that emphasises connection across lines of difference and demonstrates unity and cohesion.

The Network meets regularly online for peer support, and we have an annual Share and Learn event.

All groups and partnerships in the Network aim to:

- Bring people from all backgrounds in the community together.
- Celebrate what we have in common.
- Promote mutual understanding and respect.
- Build a stronger community where everyone has a sense of identity and belonging.



STRONGER COMMUNITIES

THE GREAT GET TOGETHER

The Great Get Together is **the UK's annual celebration of everything that unites our communities**, inspired by Jo Cox's belief that we have more in common than that which divides us.

Since its first year in 2017, we run the Great Get Together every June, in which **hundreds of community events across the UK** take place on the weekend closest to Jo's birthday. These events celebrate unity and reject division, bridging divides and demonstrating our shared humanity.

From community singing, street parties and living history events, to refugee walks, and brews and chats between neighbours, **over 626 events** took place around the UK as part of the Great Get Together in 2024.

This year's Great Get Together will take place on **20-22 June 2025**.

A child has her face painted at a Great Get Together



STRONGER COMMUNITIES

LONELINESS ACTION GROUP

During her time in parliament Jo Cox MP established a commission on loneliness with Seema Kennedy MP. After her murder this became known as **The Jo Cox Commission on Loneliness**, and was pivotal in bringing about and influencing the UK government's first loneliness strategy.

Seven years on from the publication of the Commission's report, we are thrilled to have received funding from The Astra Foundation to establish the Loneliness Action Group.

Launching in February 2025, we'll be working with other voluntary sector partners to create **policy recommendations that can address the loneliness crisis in the UK**, and use our voice to make the case to the government for implementing these recommendations.



I will not live in a country where **thousands of people** are living lonely lives **forgotten** by the rest of us.





RESPECTFUL POLITICS

We want anyone, regardless of their background, to feel able to participate in our political discourse and be treated with respect.

In particular, we seek to **end the abuse and intimidation that discourages so many from entering political life**, and particularly impacts diverse representation. At The Jo Cox Foundation we work to tackle all forms of abuse and intimidation against elected representatives.

Jo Cox was passionate about achieving a 50/50 Parliament and

fighting the abuse and intimidation of women, which also has an impact on women's participation in civic life.

Jo was also renowned for her ability to forge cross-party relationships and to work collaboratively with those of opposing political views.

Her tragic murder in 2016 was **a turning point in recognising the need for better politics** and the risks of divisive discourse.

RESPECTFUL POLITICS

THE JO COX CIVILITY COMMISSION

We launched the Jo Cox Civility Commission in February 2023 in order to identify **implementable recommendations** to address the growing issue of abuse and intimidation of elected representatives in the UK.

If action is not taken, we risk seeing more politicians stepping down due to abuse and intimidation, fewer people putting themselves forward as candidates, and less diversity and representation in UK politics.

In January 2024 we published our call to action, including **28 practical recommendations across different sectors** – from central government, to policing, and social media.

Since its publication, we have campaigned for the adoption of these recommendations so that urgent progress can be made on this issue. At present, seven recommendations have been fully adopted, and a further twelve are in the process of adoption.

Former Chair Jacqui Smith speaking at the launch of the call to action





FAIRER WORLD

We want responses to the world's complex problems to be viewed through a humanitarian lens.

Jo Cox was a life-long humanitarian. She dedicated her career to helping those less fortunate than herself, whether in Batley and Spen or around the world. She was a staunch advocate of an ethical foreign policy, and committed to the protection of civilians in conflict.

Between 2017 and 2023 we worked with the Foreign, Commonwealth & Development Office since 2017 on

the development of the Jo Cox Memorial Grants. Through the grants, £10 million of funding was provided to projects focusing on two areas that Jo was passionate about: women's empowerment and building resilient communities to combat identity-based violence, including mass atrocities.

Since the conclusion of the original series of grants, our Fairer World programme has been on pause within the Foundation, while we consider whether and how to continue this aspect of our work.

ABOUT OUR TEAM

OUR STAFF

We have a team of **10 staff members** (7 full-time equivalents), currently led by our Interim Chief Executive Will Fletcher. We have ambitions to grow the staff team, starting with the recruitment of a permanent Chief Executive, which we expect to undertake after the recruitment of our new Chair of Trustees.

Our registered office is in West Yorkshire, close to Jo's former constituency, though we mostly work remotely, and the team is based throughout the country.

Ensuring a culture of belonging among our staff team is an essential part of the way we work. In our 2023 staff survey:

- 100% of staff felt proud to work at The Jo Cox Foundation.
- 100% felt that The Jo Cox Foundation actively supports their wellbeing.
- 100% thought that the team at The Jo Cox Foundation works in a supportive and collaborative way.

OUR BOARD

Our Board is currently made up of **nine trustees**, who bring a range of different skills and experiences which contribute to our work. The Board includes a mixture of individuals who knew Jo personally, and those who did not but have been inspired by her life and work.

The board currently meets every other month for full board meetings. In addition, there are two subcommittees - Finance, Audit & Risk; and Recruitment & Fundraising - which meet in the alternate months to the full board.





THE **JO COX**
FOUNDATION