

Make Votes Matter

CEO Job Description

March 2024

ABOUT THE CAMPAIGN

[Make Votes Matter](#) (MVM) is the cross-party campaign to introduce Proportional Representation (PR) to the House of Commons. The group formed after the most disproportionate 2015 general election, and now leads the movement to win real democracy via the necessary step of equal votes. MVM combines the power of people taking action from the grassroots up, with coordinated activity by an Alliance of politicians, public figures, parties and organisations to win PR in years, rather than decades.

We have come a long way since we formed and have made a great deal of progress in our mission to win real democracy. Most of this work has been achieved by a small team working incredibly hard, with the support of many wonderful volunteers, local groups, and allies both inside and outside Parliament.

It is essential for the organisation to appoint an experienced person to support the organisation through a new stage in its development. Make Votes Matter is operating in a fluid political environment and so our new leader needs to be confident to work in a political setting while also having the skills and experience to run an organisation like ours. MVM aspires to embody the democratic principles that it campaigns for with a collaborative working environment and culture.

JOB SUMMARY

The CEO of Make Votes Matter (MVM) takes ultimate responsibility for the organisation's campaign to achieve Proportional Representation in the House of Commons.

As **leader of the campaign**, they are primarily responsible for building the popular and political momentum needed to secure this seismic reform.

As **leader of the organisation**, they are primarily responsible for defining and executing MVM's strategy, while ensuring its good financial health and legal and regulatory compliance.

As **leader to the MVM staff and volunteer team**, they are primarily responsible for providing clarity of direction while ensuring the organisation maintains a collaborative, empowering and inspiring culture.

JOB DESCRIPTION

- Job title:** CEO
- Reports to:** Board of Directors
- Location:** Remote role with hot-desking office space in Westminster
- Basis:** Full-time with flexible hours. Some evening and weekend work will be required.
- Salary:** £50,000 - £60,000 depending on experience

Main duties and responsibilities:

CAMPAIGN LEADERSHIP

Duties include:

- Lead the UK campaign for Proportional Representation
- Ensure MVM has a clear external brand, with consistent messages, effective and emotive arguments, and impactful use of evidence
- Be a spokesperson for the organisation on a variety of public platforms including national media and at key MVM events
- Create and strengthen relationships with key stakeholders

ORGANISATIONAL LEADERSHIP AND GOVERNANCE

Duties including:

- Lead on development of MVMs post-election strategic plan
- Line manage and delegate responsibilities to staff, as appropriate.
- Take ultimate responsibility for the good governance of MVM, including but not limited to the organisation's financial health, legal compliance, and good standing with regulatory bodies.
- With support of relevant MVM staff, to ensure that the Board is supported in performing its governance role, including:
 - (i) providing an appropriate flow of information between staff and the Board, including information on major risks, upcoming external developments that could affect our strategic direction and reporting on key targets;
 - (ii) regular meetings/communications with the Chair and Board committees, and acting promptly to fulfil actions from these discussions;
 - (iii) providing other support as required, for example, ensuring comprehensive induction for new Board members.
- Support and comply with MVM's policies active within the organisation pertinent to the role.
- Undertake other related duties as required to assist MVM in meeting its objectives.

PERSON SPECIFICATION

- Track-record as a successful leader in an organisation of comparable size, or equivalent managerial or director experience.
- Political or campaigning experience, an understanding of the UK's democracy sector and an ability to work in a non-partisan, cross-party way.
- Experience of being a spokesperson on public platforms
- A collaborative approach to team management and facilitating empowerment of staff
- Prior experience of good governance practices, financial planning and managing an operation to tight budgets.
- An experienced leader of people, able to ensure coherent and aligned activities across staff, governance and volunteer teams that support the overall objectives and enable high impact campaigns to be realised.
- Excellent communication and influencing skills and the ability to convey a message with impact and inspire trust; being comfortable communicating with senior stakeholders, volunteers, staff and funders.
- A high achiever with an ambitious mindset.
- A strong personal commitment to winning Proportional Representation.

In addition to the skills listed above, the following would be highly desirable:

- Experience of not-for-profit or political organisations.
- Experience of political communications.
- Experience of working in supporter growth and fundraising.
- An established political network.
- Experience of working in diverse volunteer-driven environments involving highly motivated people.

DIVERSITY

Make Votes Matter is committed to improving the diversity of our team.

We positively encourage applications from people of all identities / communities / demographics, including those of any gender, sexuality, ethnicity, disability, age, socioeconomic background etc. We are taking steps to help us attract a wider range of candidates, including adopting a more inclusive recruitment process, offering the role on a flexible, part time basis, and being flexible on the location of the role.

Please let us know if you require any other adjustments in order to apply for this role.