



ST JOHN'S
FOUNDATION EST.1174

NON-EXECUTIVE DIRECTOR CANDIDATE PACK

**ST JOHN'S HOSPITAL
TRADING COMPANY LTD**



CONTENTS

3	WELCOME FROM THE CHAIR
4	ABOUT US
5	ABOUT THE TRADING COMPANY
6	OUR IMPACT IN 2025
7	WHY WE'RE RECRUITING
8	GOVERNANCE AT A GLANCE
9	ABOUT THE ROLE
10-11	PERSON SPECIFICATION
12	APPLICATION PROCESS

WELCOME FROM THE CHAIR

Thank you for your interest in joining St John's Hospital Trading Company Ltd as a Non-Executive Director.

This is an exciting time to join us. St John's has a substantial and distinctive property portfolio, built up over many years, together with a deep rooted presence in Bath. We now have a clear ambition to make more of those assets and the opportunities around them, not simply to generate a financial return, but to create sustainable income that can be put to work for a good cause.

Across Bath and North East Somerset, St John's helps people live well, feel supported and navigate some of life's most difficult moments. Through our homes, activities and crisis support, we make a real and lasting difference to people in our community.

The Trading Company has an important role in enabling that work.

At the heart of the business is a significant opportunity to develop and grow our commercial activities, building on our property interests while exploring opportunities beyond them. We want to take a long term and thoughtful approach to creating sustainable value, including through complementary operational businesses where we believe St John's is well placed to succeed.

What makes this particularly compelling is where that value ultimately goes. The Trading Company exists to support St John's Foundation, so commercial success has a wider purpose. The stronger the businesses and assets we build, the more we can contribute to the Foundation and the work it does in our community.

We are at an important point in the Trading Company's development. There is an opportunity to shape not only the performance of the assets we have today, but also the kind of commercial organisation we want to build for the future.

As we take that next step, we are seeking an additional independent Non-Executive Director to join our Board. We are looking for someone who can bring commercial experience, strategic thinking and constructive challenge, as well as the energy and ambition to help us realise the opportunity ahead.

Your background might be in commercial property, investment, business growth, hospitality or tourism. More important is the perspective and experience you can bring to building and growing businesses and assets for the long term.

It is a relatively unusual proposition: the opportunity to help build an ambitious commercial platform, while knowing that the value we create ultimately supports a much bigger social purpose.

If that sounds like something you would like to be part of, we would be delighted to hear from you.

William Riordan
Chair of St John's Hospital Trading Company Ltd



ABOUT US

ABOUT ST JOHN'S FOUNDATION

St John's Foundation was established in 1174 and for over 850 years we have been changing people's lives, for good. As one of the UK's oldest charities, we are proud to serve Bath and the surrounding area.

WHY WE EXIST

At the heart of St John's mission is our charitable objective: to provide almshouse accommodation and relief to those who are in need by reason of age, ill-health, disability, financial hardship, or other disadvantage within Bath and the surrounding area.

HISTORY OF ST JOHN'S

For eight and a half centuries, St John's Foundation has been working to support the community of Bath and the surrounding areas.

It all began in 1174, when Bishop Reginald Fitzjocelyn established a medieval refuge, to provide food and shelter for the poor and vulnerable in his parish. Nine centuries later, the St John's of today continues to provide accommodation and support. We are still evolving to deliver an even wider range of services that address the changing needs of our community.

You can find out more about the history of St John's by [viewing our timeline](#) or reading our blog that [explores our 850 years](#).



ABOUT THE TRADING COMPANY

St John's Foundation's Trading Company generates commercial revenue, profits of which are gifted to St John's charitable work. The Trading Company's strategic ambition is to exceed the expectations of customers in Bath seeking premium space for work or leisure, whilst also creating a community of people with raised awareness of the importance of the work of St John's.

The key elements of the Trading Company are currently:

- House of St John's
- St Catherine's Hospital

ST CATHERINE'S

Originally part of our almshouse provision, St Catherine's narrow doorways and hallways made it unsuitable for older people with limited mobility. Therefore, in 2018, the Grade II listed building was decommissioned as almshouses and transformed into ten luxury apartments.

Managed by the agency Curated Property, St Catherine's offers self-catered short breaks for people visiting Bath. It is situated just behind the Thermae Spa and only 50 metres from the Roman Baths, offering ten one bedroomed maisonettes and apartments that all face into the original courtyard garden, creating a truly tranquil sanctuary in the heart of the city of Bath.

HOUSE OF ST JOHN'S

No. 1 Queen Square was gifted to St John's in 1953. It was leased as offices for more than 60 years, until 2019 when St John's began an extensive renovation programme on the Grade I listed property. Working with local experts, St John's completed its sympathetic renovation in 2021. Once returned to its former glory, the building was renamed House of St John's and now operates as a versatile 'workspace, powered by social purpose'.

As the only work and event space operating as a social enterprise in Bath, the House offers a unique workspace and event venue, offering:

- Coworking
- Dedicated office space
- Meeting rooms
- Event facilities
- Wedding ceremonies

The House is powered by social purpose, with profits supporting the wider work of the Charity.

THE IMPACT WE HELP CREATE

The Trading Company exists to generate sustainable income in support of the charitable work of St John's Foundation. The success of our commercial activities enables the Foundation to invest in homes and support for people across Bath and North East Somerset. The figures below illustrate the impact that St John's delivered in 2025.

INDEPENDENT LIVING

105

PEOPLE CALLED OUR ALMSHOUSES HOME IN 2025.

100%

OF RESIDENTS REPORT THAT THEY ARE TREATED WITH DIGNITY AND COMPASSION.

98%

OF RESIDENTS SAY THEY RECEIVE THE ADVICE AND SUPPORT THEY NEED.

96%

OF RESIDENTS SAY THEY FEEL SAFE IN THEIR HOME.

"THE FEELING OF CONTENTMENT AND PURE SAFETY IS UNBELIEVABLE. EVERYONE FEELS IT HERE."

ACTIVITIES & WELLBEING

1,000+

ACTIVITIES DELIVERED

7,125

ATTENDANCES

138

NEW PARTICIPANTS

63%

SAID ACTIVITIES HELPED THEM FEEL LESS ISOLATED

"I LOOK FORWARD TO IT SO MUCH. IT'S THE SOCIALISING PART, MEETING PEOPLE, TALKING AND FEELING PART OF SOMETHING."

CRISIS SUPPORT

546

BENEFICIARIES SUPPORTED

£215,000

DISTRIBUTED TO BENEFICIARIES THROUGH GRANTS

"THEY LISTENED, UNDERSTOOD, AND HELPED ME WHEN I DIDN'T KNOW WHERE ELSE TO TURN."

WHY WE'RE RECRUITING

As part of the Board's ongoing commitment to effective governance, we regularly review the mix of skills, experience and perspectives represented around the Board table.

As the Trading Company enters its next phase of development, the Board is seeking an independent Non-Executive Director who can bring relevant expertise and play a key role in shaping the Company's future direction. Alongside supporting the continued success of House of St John's and St Catherine's, the successful candidate will be expected to contribute actively to strategic discussions and decision-making around business growth, the evaluation of our property portfolio, the long-term optimisation of the Foundation's property assets, and the expansion of our serviced accommodation offer.

We would welcome candidates with:

- Executive-level commercial leadership experience
- A track record of business growth
- Hospitality experience
- Visitor economy experience
- Hotels
- Events and venues
- Travel and tourism
- Customer-focused commercial businesses

We are particularly interested in individuals who have successfully led businesses through growth, transformation or diversification.

- Property and Asset Development

Alternatively, we would welcome candidates with expertise in:

- Property development
- Asset management
- Construction
- Valuation
- Estate strategy
- Property investment

Experience of overseeing significant property assets and major capital projects would be particularly valuable.

Whilst experience as a Non-Executive Director would be welcomed, it is not essential.

GOVERNANCE AT A GLANCE

TRADING COMPANY BOARD

The Trading Company has its own Board, responsible for the governance and oversight of commercial activities. The Board operates under the oversight of the Charity's parent Board whilst supporting the wider mission of St John's Foundation through the generation of sustainable income.

BOARD COMPOSITION

The Trading Company Board comprises Board of Trustee Directors and Independent Non-Executive Directors, bringing together commercial expertise, governance experience and an understanding of the wider charitable context.

RELATIONSHIP WITH ST JOHN'S FOUNDATION

The Trading Company is wholly owned by St John's Foundation and exists to generate income in support of the Foundation's charitable work.

ST JOHN'S FOUNDATION BOARD OF TRUSTEES

The Board of Trustees provides strategic leadership and oversight for the Foundation and its subsidiary companies. The Board delegates day-to-day management of the Foundation to the Chief Executive Officer. Designated members of the Trustee Board are members of the Trading Company Board.

ABOUT THE ROLE

Title: Non-Executive Director

Position: Voluntary (reasonable expenses will be reimbursed)

OVERALL PURPOSE OF THE ROLE

The role of the Trading Company Board is to set St John's Trading Company's strategic direction, monitor the delivery of its objectives, and uphold its values and governance.

The Trading Company now seeks to add an additional independent non-executive director to bring specific expertise in the areas of the Trading Company's operations as well as bringing an external perspective.

The appointed independent non-executive director will sit on the St John's Hospital Trading Company Ltd board, alongside parent charity Trustee Directors and another independent Non-Executive Director.

KEY RESPONSIBILITIES

- As part of the board, set and monitor St John's trading company's strategic direction and business plans.
- Monitor financial performance for sustainable growth.
- Approve and oversee annual budgets.
- Ensure legal and regulatory compliance, ensuring governance and performance are of the highest possible standard.
- Manage risks, conflict of interests and internal controls.
- Assess and address conflicts of interest, ensuring St John's Trading Company's activities do not compromise the charitable status and reputation of St John's Foundation.
- Represent St John's Trading Company with key stakeholders, sharing its aims, findings and achievements to further establish its profile and business opportunities.
- Work in close partnership with other directors and St John's staff.
- Act as an ambassador for the organisation.

COMMITMENT

We have 4 Trading Company Board meetings per year, with occasional ad-hoc meetings. Directors are expected to attend these and devote sufficient time to read through the Board papers in advance.

Trading Company Board meetings are held in a hybrid format, with the opportunity to attend both in person and remotely where appropriate. We are committed to ensuring that Directors from a range of backgrounds are able to contribute effectively whilst balancing their professional and personal commitments.

There may also be other events that Directors are invited to attend, and other optional opportunities to get involved.

TERM & APPOINTMENT

Non-Executive Directors are appointed for an initial term of three years. Post appointment, a six month and twelve month review will be held by the Chair.

PERSON SPECIFICATION

PROFESSIONAL EXPERTISE

We are seeking an independent Non-Executive Director with substantial senior leadership experience and a strong track record of strategic decision-making.

We are particularly interested in candidates who can bring expertise in one or more of the following areas:

- Commercial leadership, business growth and strategic development.
- Hospitality, hotels, visitor economy, events, travel or tourism.
- Commercial property, asset management or workspace operations.
- Property development, construction, valuations or estate strategy.
- Delivering sustainable growth, diversification or commercial transformation.
- Maximising the value and performance of property and business assets.

The successful applicant is likely to have operated at Executive Director, Managing Director, Partner or equivalent senior leadership level.

We are particularly interested in individuals who can help the Trading Company identify opportunities for growth, maximise the value of its assets, and support the generation of sustainable income in furtherance of the charitable aims of St John's Foundation.

Previous Non-Executive Director experience is desirable but not essential. We would particularly welcome applications from senior leaders with the skills and experience we are seeking who may be considering their first Non-Executive appointment.

SKILLS AND ABILITIES

- Understanding and acceptance of the legal duties and responsibilities of directorship.
- Strong interpersonal, communication and influencing skills, including critical listening, the ability to question intelligently and debate constructively.
- Ability to balance competing priorities, exercise sound judgement and make objective decisions.
- Confidence to provide constructive challenge, support executive colleagues and hold them to account where appropriate.
- Ability to participate effectively in meetings and contribute to collective decision-making.
- Ability to understand and balance the needs of the Trading Company with the wider interests and charitable objectives of St John's Foundation.
- Excellent analytical skills and the ability to interpret complex information.
- Strong commercial judgement and strategic thinking.

PERSONAL QUALITIES

- Empathy with the purpose of the Trading Company and a commitment to the charitable aims of St John's Foundation.
- Demonstrates a strong commitment to the Foundation's mission, strategic objectives and beneficiaries.
- Shares the values of St John's Foundation and acts as a compelling role model for values-led behaviours.
- Motivated by the opportunity to use their skills and experience to create positive social impact.
- Demonstrates integrity, credibility and the ability to earn the respect and trust of fellow Board members.
- Collaborative, supportive and respectful in approach, whilst being willing to provide constructive challenge when required.
- Committed to equity, diversity and inclusion, and able to recognise and challenge bias and discrimination.
- Able to dedicate sufficient time, thought and energy to the role, including preparing for and actively participating in Board meetings.



APPLICATION PROCESS

Please send a CV and covering letter to people@stjohnsbath.org.uk

Your covering letter should outline your prior experience, why you would be suited for the role, and why you are interested in becoming a Non-Executive Director of St John's Hospital Trading Company Ltd.

If you require further information or would like to arrange an informal conversation about the role, please contact Lucy Dark, Head of People at lucy.dark@stjohnsbath.org.uk.

APPLICATION DEADLINE

The deadline for applications is 30th October 2026.

Shortlisted candidates will be invited to interview in Bath at a mutually convenient time.

We reserve the right to close applications at any time upon appointment of a suitable candidate, therefore early applications are encouraged.

EQUALITY, DIVERSITY AND INCLUSION

We believe that diversity of thought, background and experience strengthens decision-making and leads to better outcomes.

We welcome applications from people of all backgrounds and experiences.

If you require any reasonable adjustments at any stage of the application or interview process, please let us know. We are committed to ensuring that our recruitment process is accessible and inclusive, and we will be happy to discuss how we can support you.