

S.A.L.V.E. International CEO Role Description





Exciting opportunity to become our new CEO:

We are seeking to recruit a passionate and hardworking new CEO to provide collaborative leadership to our team to try to ensure no child has to live or work on the streets of Uganda.

S.A.L.V.E. International is a small International Development partnership charity registered in the UK and Uganda. Our ethos is “Support And Love Via Education”. We support children living and working on the streets of Uganda, and their families, to have a brighter future.

At S.A.L.V.E. we believe:

- No young person should have to live or work on the streets
- Young people who have lived and worked on the streets deserve the chance to fulfil their potential
- Young people on the streets should have trustworthy, supportive adults around them

With the generous help of our supporters, S.A.L.V.E. works with children on the streets of Jinja, Uganda, so they have the opportunity to leave their difficult pasts behind them and move forward, towards a brighter future.

We have Drop in Centres and Street Outreach services for children currently living on the streets.

We offer short term residential care in our Halfway Homes or Drug Rehabilitation Centre to help children to transition off the streets, and follow up care and support for when a child has been resettled home to their family. We also offer educational support, and/ or business skills start up and training where assessed to be needed to help a child to settle home successfully and to ensure their family can thrive in the long term.

We are looking to recruit a new CEO who believes in our vision that there should be “No Street Called Home” for children living on the streets in Uganda and who wants to help us to grow this impact and further change children’s lives.

Some of the charity’s key achievements since we began in 2008 are:

- We have supported **2,671** children living on the streets with food, counselling, education and medical care, through our Street Outreach services.
- We have resettled **744** children away from the streets back to a safe and caring family home.
- We provided **136** children with specialist treatment for their drug addiction.
- We currently support **130** children, who previously lived on the streets, in full time education.
- We have supported a further **87** young people in their education who have now graduated.
- We have trained **335** caregivers in business skills and gave them start-up capital and mentorship too.
- During the strict COVID lockdown we gave food, soap and hope to over **1,600** people in 2020 and **1,908** people in 2021.
- We have planted **5,533** fruit trees in the community.

What does the CEO role involve?

You will join and lead our incredible global team, working alongside our volunteers, staff teams and trustee boards in both the UK and Uganda, to help S.A.L.V.E. International to thrive and increase our impact. As a small charity, we need a proactive and practical CEO, who is as much able to deliver high level presentations about our work as they are to get stuck in to cover practical gaps that might stop us from achieving our goals.

We have a current strategic plan that you would ensure is being met and if possible exceeded, and then you would be expected to collaboratively develop the next strategic plan to be ready for when this one elapses in April 2027. You would be working with our team to progress and improve our existing programmes of work as well as ensuring new programmes are being researched and developed as needed for the organisation to best benefit our service users.

You will need to drive forwards and oversee our fundraising strategy and manage relationships with new and existing funders to a high standard to ensure that maximum potential support is achieved. We would expect you to proactively identify potential new areas of support, approaching and winning resources from new partnerships in the wider community to best meet S.A.L.V.E.'s aims and objectives. You would be a key ambassador for our work, always looking to inspire others about how they can join us and help us to achieve our mission.

Practically the role will involve:

- 40 hours a week if working 5 days (or 32 hours a week if you choose to work 4 days).
- Being majority based in the UK with regular travel to Uganda each year. You can choose to be based at our office in Manchester, hybrid between office and home work or be mostly home based.
- Being flexible to travel and attend meetings, talks and events as needed (some in evening and weekend hours).

We believe that it is highly beneficial for the CEO to be based in the UK but to visit the programme in Uganda for a minimum of 1 month a year and a maximum of 3 months a year, which would be split across 2 or 3 trips in the year to understand the work in greater depth, share their skills and to meet and collaborate with team members and service users. The amount and duration of trips would be assessed based on personal circumstances and organisational needs year to year.

CEO specific responsibilities:

As CEO you would be responsible for:

- ✓ Working collaboratively with our global team of staff, volunteers, and board members to ensure a strong strategic plan is in place which is reviewed and improved over time to maximise the organisation's impact. We currently have a team of 2.5 in the UK (including the CEO) and 26 in Uganda.



- ✓ Leading and championing our fundraising strategy. Helping to develop our one off and regular financial supporters through finding new opportunities and networks, giving talks, ensuring quality timely communications, and reporting to existing supporters.
- ✓ Recruiting, training, developing and managing staff and volunteers to help to build the capacity of the organisation as needed.
- ✓ Collaboratively create, review, and develop policies, procedures and systems to help to ensure quality safeguarding and risk management for the organisation.
- ✓ Overseeing the budget and financial management of the organisation to ensure the organisation's long term sustainability and sound financial management. Collaboratively reviewing the charity's financial controls and performance and overseeing the internal audit of our accounts with the finance committee.
- ✓ Working closely with and supporting our UK and Ugandan boards to ensure that the governance of the organisation is strong.
- ✓ Supporting and co-working with our Development Manager to research new application prospects, and helping to maintain and develop the income from our existing network of corporate, organisational and Trust and Foundation partnerships and donors. This includes writing and reviewing funding applications and reports as needed.
- ✓ Overseeing the communications strategy of the organisation, ensuring the website, social media, newsletters, annual report and mailings out to supporters are kept up to date by supporting our Communications and Admin Officer. This includes drafting and checking copy and promoting and marketing events and campaigns for the organisation to raise funds and awareness.
- ✓ Leading and collaborating with the wider team to develop and improve our programmes through regular evaluation and learning reviews.
- ✓ Seek opportunities to develop the organisation's knowledge through training and staff and volunteer development.
- ✓ Representing S.A.L.V.E. in partnerships and networks such as the Consortium for Street Children to ensure that we are making the most of advocacy opportunities.

Essential skills/ experience for the CEO:

- Have proven experience of communicating well with different stakeholders and successfully raising funds.
- Have previous management/leadership experience within the charity sector and are able to evidence their enthusiasm and dedication for this particular cause.
- Have experience in successfully working internationally and/ or with people from different cultural backgrounds.
- Have the ability to create, review and develop strategies, policies, procedures and systems to ensure that S.A.L.V.E. is following good practice in line with the law and latest good practice guidelines.
- Have a can-do attitude. Be solution focused and creative in their ability to approach problems and evidence this throughout their career history.
- Being friendly and approachable to all members of the team and wider public.
- Have excellent attention to detail and project management skills.



Other desirable (but not essential) skills/ experience:

- We would especially welcome applicants who are originally from Uganda or have strong ties to Uganda, but are now based in the UK.
- Relevant qualifications to achieve the responsibilities in the job description.

Please note: You must already have the right to live and work in the UK to apply for this role.

Any questions: Please get in touch to find out more: info@salveinternational.org

How to apply: Please email a copy of your CV and a 1 page cover letter explaining why you are interested in the role, highlighting (with evidence) how you meet the essential requirements and any key skills or experience you would bring to the role to: info@salveinternational.org. Please also specify in your cover letter if you would be interested in doing the role in the office, hybridly or working mostly from home and if you would prefer to do the role 4 or 5 days a week.

Closing Date: 6th December 2023

Salary Expectations: We anticipate paying between £35,000 - £40,000 per annum depending on the candidate's experience and skills. This would be paid pro-rata if the CEO decided to take the role on for 4 days a week instead of 5. Please note that we are not able to pay higher than this pay scale.

Interview dates: Within December 2023 and January 2024

- There will be a practical task to complete as well as two rounds of interviews with different panels to ensure that we get the person who is best suited to the role and organisation.

Anticipated start date: Anticipated start date of beginning of March 2024 (though this could be flexible for the right candidate). We would ideally like the successful candidate to plan to go to Uganda as part of their induction in March 2024.