



## **Information for those interested in job of Executive Director ECCR**

### **History and Background**

ECCR is a charity bringing together representatives of the major church denominations in UK and Ireland. For over twenty years it has sought to unite people of faith – primarily church people but always open to people of all faiths and none – to use their investments, whether held directly or indirectly, to make companies more corporately responsible. In recent years it has run campaigns about Shell's activities in Nigeria's western oilfields, tar sands developments in Canada, on the trafficking of migrant labour and employment conditions of migrant labour, pornography, and banking. It is taking an interest in current moves to seek better regulation of financial markets and fairer executive pay in relation to the pay of other company employees.

### **Future Role**

ECCR is not a co-ordinating body for trustees of church investments. It works with those bodies and with their support is seeking to mobilise opinion in the pews to have a better understanding of the issues of corporate investment and to use their own investments, direct and indirect, as a base for applying board pressure in support of ECCR objectives.

### **Candidate**

We seek an individual to give enthusiastic leadership, able to:

- communicate with and stir concerned people of faith to take an active and informed interest in their investments
- promote alliances with other groups working to achieve the same or similar objectives
- speak with the authority of knowledge and conviction to company boards and fund managers to encourage them to take a view of their roles that takes account of the companies' responsibilities in the communities where they operate and to prefer long-term sustainable and ethical development to short-term profits.
- lead a small distributed part-time staff as line manager
- give focus and support to the Board and members (individual and corporate) so they can achieve ECCR goals.

### **Workplan**

Copy of current Workplan attached.

### **Candidate's Background and Experience**

We are seeking the ability to inspire and lead, to understand the issues and be able to communicate them clearly, and to form alliances with other groups. Given the funding structure of ECCR (see below) the Director is responsible for monitoring the financial health of the organisation and making applications for project funding. Some consultancy help with this may be available.

A deep personal faith is not essential but an ability to understand such beliefs and empathise with them is essential, and an understanding of the Biblical context for the stances being taken by the organisation is helpful.

Some years of prior experience in a company or voluntary organisation is likely to be of help. Previous managerial experience would be an asset.

### **Finances**

ECCR is dependent on the grants it receives from other organisations and the subscriptions of its members. It is keen to increase its own subscription base and thus its core funding. Maintaining a flow of grant applications and keeping in touch with current and potential donors is fundamental to keeping the organisation going. Historically key grants have tended to be linked with particular projects of work. There is staff support for book-keeping and additional support for accounts and financial reporting. The company address and official office is in Oxford. Staff mostly work from home, but it is possible that a "desk", maybe in London or Oxford, could be found with a supporting organisation. Most meetings are in London.

### **Other Staff**

There are three part-time staff, based in three separate locations. One is responsible for relations with churches and members and the production of the newsletter, a second for administrative and financial functions, and the third for research and the production of reports on issues of concern to ECCR.

### **Website**

More information about ECCR can be found on its website: <http://www.eccr.org.uk>. Applicants may also like to look carefully at the website of our sister organisation in the USA, ICCR, for some ideas on how an organisation like ECCR might possibly be developed: <http://www.iccr.org/>

### **Salary and Employment Package**

It is expected that the appointed individual will be a full-time employee but the working hours may be very flexible. A suitable candidate able to offer substantial part-time commitment would be considered and paid pro-rata.

Like many small charities, the ability of ECCR to maintain its employment of staff is linked to continuity of funding. Funding will be reviewed at the end of the normal six-month probationary period.

The precise salary level is for discussion with the applicants but it is expected that it will be roughly equivalent to a middle-ranking charity executive, not a senior city salary.

## Criteria

The Board will be looking for a candidate with the following attributes, some essential, some desirable. Applicants should list their self-assessment and previous experience in each case. It would be helpful if those supplying references would also refer to this list.

Essential	Desirable
A deep understanding of the issues underlying corporate responsibility	Management experience of small teams
A passion for social justice	Experience of fund-raising and making funding applications
The ability to communicate complex ideas simply	Basic understanding of corporate accounting
The ability to enthuse others	Active Christian Faith
The ability to listen and empathise	Some theological grounding
The ability to analyse data (financial and observed) and draw out conclusions	Used Sage or done book-keeping
An understanding and sympathy for the biblical basis and Christian understanding of the issues of concern to ECCR.	Knowledge of other groups working in the field
Experience of forming alliances and teams about issues	Experience of handling press enquiries, developing a successful relationship with relevant media, doing TV/radio interviews
Understanding of accounting principles	Basic understanding of employment law
Basic IT skills	Can easily use e-mails, EXCEL, Word. Can maintain a website and handle images
Some experience of running campaigns	