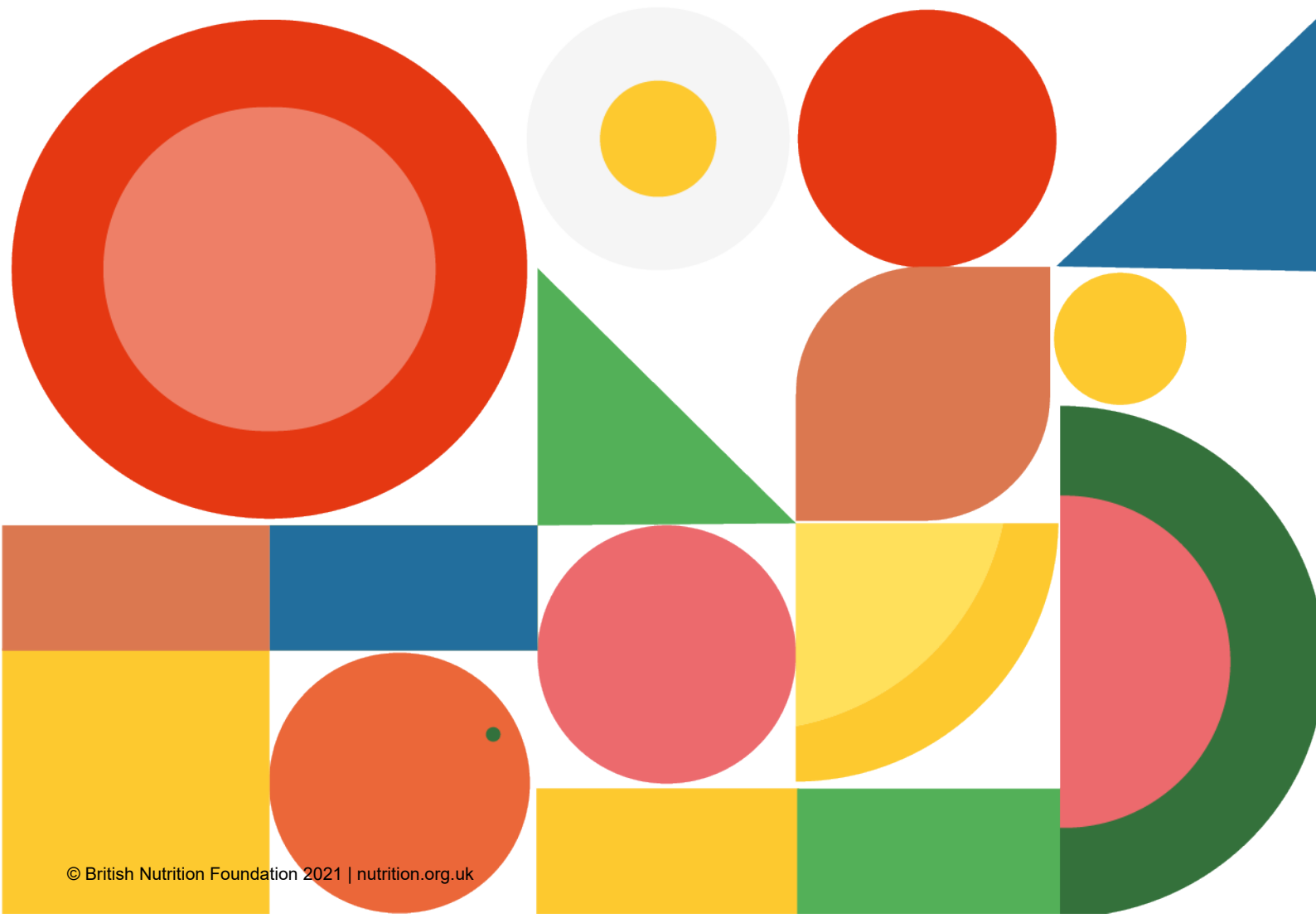


Appointment of CEO

July 2021



A welcome and introduction from the Chair and Vice-Chair

Thank you for your interest in the British Nutrition Foundation and the new role of CEO, which combines the leadership roles of two existing posts.

After a 26 year career with us, and 6 years as Managing Director, Roy Ballam, is leaving to pursue personal interests outside nutrition. At the same time, Professor Judy Buttriss is stepping down from her role as Director General after 14 years and a total of 23 years at the Foundation. Both have played an enormous part in shaping the British Nutrition Foundation into the highly respected body it is today. Their respective contributions to broadening the public's understanding of nutrition science is universally recognised.

The British Nutrition Foundation has a proud history of more than 50 years of translating evidence-based nutrition science in engaging and actionable ways. For the last 30 years, this has also included a dedicated Food – a fact of life programme to support excellence in food and nutrition teaching and learning for schools.

The British Nutrition Foundation has worked with experts across the nutrition and food community to provide impartial evidence-based information, education and expertise motivating people to adopt healthy, sustainable diets – for life.

In recent years, the British Nutrition Foundation has streamlined its governance and strengthened its scientific advisory committees. We are committed to further investment in our scientific, communications and business development capabilities at the same time as developing our recently launched new brand identity. These investments are aimed at further raising our profile, continuing to tackle public misperceptions about food and health, and an increased focus on communications. Our objective is to become more public facing and thus have greater impact in improving public health.

We are looking for a self-driven professional to lead, and further develop, an enthusiastic team of scientists, educators and communicators to extend their individual, and team, competences while maintaining the values of integrity, quality, positivity and collaboration. The successful candidate must have the ability to network, establish good professional relationships and influence across a range of stakeholders, including the media, consumers, academia, industry and policy makers. The new CEO will work closely with an energetic and ambitious Board of Trustees in leading the Foundation on its next stage of development, at this exciting time of change and opportunity. With the increased focus on diet and health, especially during the pandemic, the need for, and value of, our services has never been greater.

We hope that you will consider applying for this unique opportunity to lead the Foundation in connecting people, food and science, for better nutrition and healthier lives.



Professor Colin
Dennis CBE, DL
Vice Chair 2016-18,
Chair 2019-21



Professor John
Mathers
Vice Chair 2018-21,
Chair 2022-24

About us

Translating evidence-based science in engaging and actionable ways

The British Nutrition Foundation, a registered charity, delivers impartial, authoritative and evidence-based information on food and nutrition. Its core purpose is translating evidence-based nutrition science in engaging and actionable ways, working with an extensive network of contacts across academia, health care, education, communication and the food chain.

A core strength of the Foundation is its governance structure (described in the Articles of Association), which comprises a Board of Trustees, Advisory Committee, Scientific Committee, Editorial Advisory Board, Education Working Groups and a Nominations Committee, on which serve senior/experienced individuals from many walks of life. The composition is deliberately weighted towards the scientific 'academic' community, based in universities and research institutes, and those from education, finance, media, communications and HR backgrounds.

British Nutrition Foundation's funding comes from: membership subscriptions; donations and project grants from food producers and manufacturers, retailers and food service companies; contracts with government departments; conferences, publications and training; overseas projects; funding from grant providing bodies, trusts and other charities. British Nutrition Foundation is not a lobbying organisation nor does it endorse any products or engage in food advertising campaigns.

More details about British Nutrition Foundation's work, funding and governance can be found [here](#)

Our Vision

'Everyone can access healthy, sustainable diets'



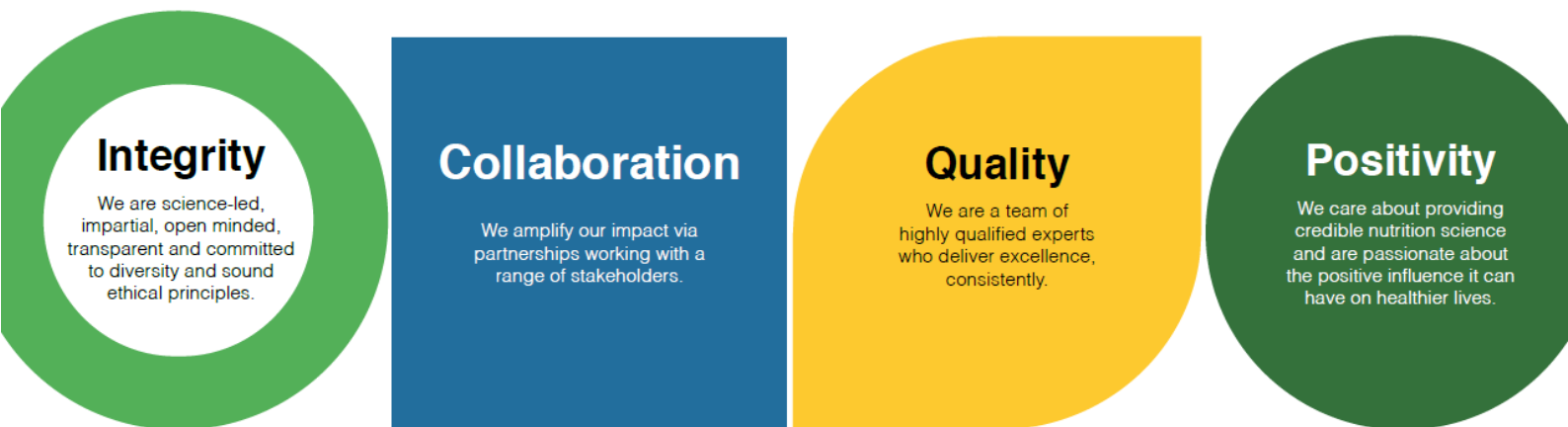
Our mission

The British Nutrition Foundation's vision is 'Everyone can access healthy, sustainable diets' and it is contributing towards this through its Mission 'Translating evidence-based nutrition science in engaging and actionable ways'.

This is further supported by four Strategic Priorities:

- **DEVELOP** – Produce high quality nutrition resources, information and training;
- **INFORM** and **FACILITATE** – Disseminate resources, information and training to make healthier choices easier;
- **CHAMPION** – Advocate evidenced-based nutrition science;
- **PROGRESS** – Advance our mission by ensuring the future growth and sustainability of the British Nutrition Foundation.

Our values are:



In all aspects of our work, we aim to generate and communicate clear, accurate, accessible information on nutrition, diet and lifestyle, which is impartial and relevant to the needs of diverse audiences, in particular the general public, the media, government, schools, health professionals, and food and beverage companies.



Our key activities

British Nutrition Foundation's activities include:

- developing high quality nutrition resources, information and training for a range of audiences;
- disseminating resources, information and training to make healthier choices easier;
- championing nutrition science, advocating evidence-based nutrition science through recognising and rewarding excellence, and engagement, collaboration and partnerships that seek to improve public health;
- providing advice and consultancy on nutrition matters, such as devising, developing, and/or disseminating reviews of the evidence base; holding roundtables on specific topics; nutritional and dietary analyses; writing and editing; multi-media resource development; establishing nutrient criteria for product ranges; a sounding board for policy development; NDNS analysis; reviewing nutrition messages on websites; developing factsheets, FAQs, blogs and newsletters; and horizon scanning;
- engaging with the media, as well as social media;
- delivering high quality training and events, through conferences, workshops, webinars or modular online support (including schools);
- publishing Nutrition Bulletin, our journal, as well as newsletters;
- providing www.nutrition.org.uk - a source of evidence-based nutrition information;
- advancing food and nutrition education in schools via www.foodafactoflife.org.uk;
- hosting the British Nutrition Foundation's Healthy Eating Week.

Our networks

The Foundation is part of a broad network and we attach substantial value to the collaborations and partnerships that we have forged, both in the UK and also across Europe, that enable us to extend our influence without moving our focus from the things we do well. We have a track record in harnessing the expertise of others to deliver a multi-disciplinary perspective, as illustrated by the outputs of our series of Task Forces, our conferences and events, and the composition of our governance. Through our work with schools and our scientific reports, we are known for collating and disseminating best practice that has the potential to facilitate behaviour change and so improve the health and wellbeing of the population.

Our strengths lie in our:

- networks and strong links with the nutrition science community residing in universities and research institutes;
- networks within the wider education sector, especially schools;
- longstanding working relationships with government officials and with health professional sectors engaged in communicating nutrition advice;
- nutrition science communications experience;
- collaborations over many years with the food and agriculture sectors, across the food chain;
- broad funding base and robust and open governance structure.

The role

Job title: Chief Executive Officer

Reports to: Chair and Board of Trustees

The Chief Executive is delegated overall responsibility for the effective running of the British Nutrition Foundation, with the support and guidance of the Chair and Board of Trustees. The Chief Executive will be responsible for the strategic development and delivery of the core business and fundraising targets, as well as overall organisational management of the Foundation.

The CEO works within the Foundation's objectives, policies and priorities agreed by the Board of Trustees, and has delegated responsibility for the effective and efficient management of the organisation, including determining everyday procedures and the implementation of the Board of Trustees' approved strategy.

The key areas of responsibility

The CEO is responsible for providing effective strategic leadership of the Foundation and for the management, administration and development of Foundation activities to fulfil its purpose. Working with the Chair and Board of Trustees, the CEO is responsible for:

- Providing vision, strategy, leadership and direction in line with the strategic objectives.
- Upholding and promoting the aims, standing and reputation of the Foundation.
- Acting as the Foundation's spokesperson and figurehead at events and main representative in discussions with stakeholders.
- Leading and managing the successful delivery of the strategic business plan including securing sufficient income to enable delivery.
- Monitoring and reporting on performance to the Board of Trustees and to primary funders.
- Providing accessible and visible leadership to Foundation employees, grant-holders, contractors and volunteers as applicable.

Person specification

The British Nutrition Foundation is looking to appoint an inspiring CEO who will galvanise our wide-ranging stakeholders to lead and deliver an ambitious new strategy for the charity.

The successful candidate will bring a track record of shaping and executing strategic change, leading and developing high performing teams and organisational management. The person must have the ability to network, establish good professional relationships and influence across a range of stakeholders, including the media, consumers, academia, industry and policy makers.

Key skills

- Self-driven senior professional, seeking a leadership role in the charity sector with a focus on translating evidence-based nutrition science in engaging and actionable ways to promote healthy and sustainable diets.
- Organisation and management experience, including finance, budgets, people management and strategic planning.
- Ability to lead and further develop a team of scientists, educators and communicators to extend their individual and team competences while maintaining the values of integrity, quality, positivity and collaboration.
- Ability to network, establish good professional relationships and influence across a range of stakeholders, including the media, consumers, academia, industry and policy makers.
- Working with an energetic and ambitious Board of Trustees to put the Foundation on the next stage of its development, whilst maintaining its strong reputation for independence and scientific credibility.
- Drive and vision to achieve growth of the Foundation and its impact through existing strengths, alongside the identification and development of new opportunities.
- Resilience, responsiveness and excellent problem-solving skills.
- Ensure the Foundation maintains high social responsibility in its business.

Experience and background

- Graduate with qualifications in sciences/engineering/business relevant to food, nutrition, health or education.
- Experience in food research, policy or commercial sector would be particularly useful, including an ability to engage with the scientific literature on nutrition and food sustainability.
- Experience in business development and management.
- Involvement in managing organisational change.
- Current experience in medium to long term strategic and financial planning of an organisation.
- Previous leadership experience in the charity and not-for-profit sector would be beneficial.
- Evidence of making corporate decisions.

Terms of appointment

- This role will be based in the British Nutrition Foundation's Head Office in London (New Derwent House, 69-73 Theobalds Road, WC1X 8TA).
- Flexibility to work out of hours for meetings and events is seen as a necessary part of this role.
- The remuneration for this position is likely to be circa £100,000 plus benefits.

Diversity

Reflecting the diverse communities that the British Nutrition Foundation are proud to support, we are committed to finding a CEO who is dedicated to furthering diversity and inclusion within the charity. We actively and warmly encourage applications therefore from a broad and deep range of backgrounds and experiences.

How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to the British Nutrition Foundation on this appointment.

Candidates should apply for this role through our website at <http://www.saxbam.com/appointments> using code **UAQAHA**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter, and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Friday 6th August 2021**.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement

Saxton Bampfylde

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