

COMIC RELIEF

RECRUITMENT PACK
APPOINTMENT OF CHAIR
September 2023



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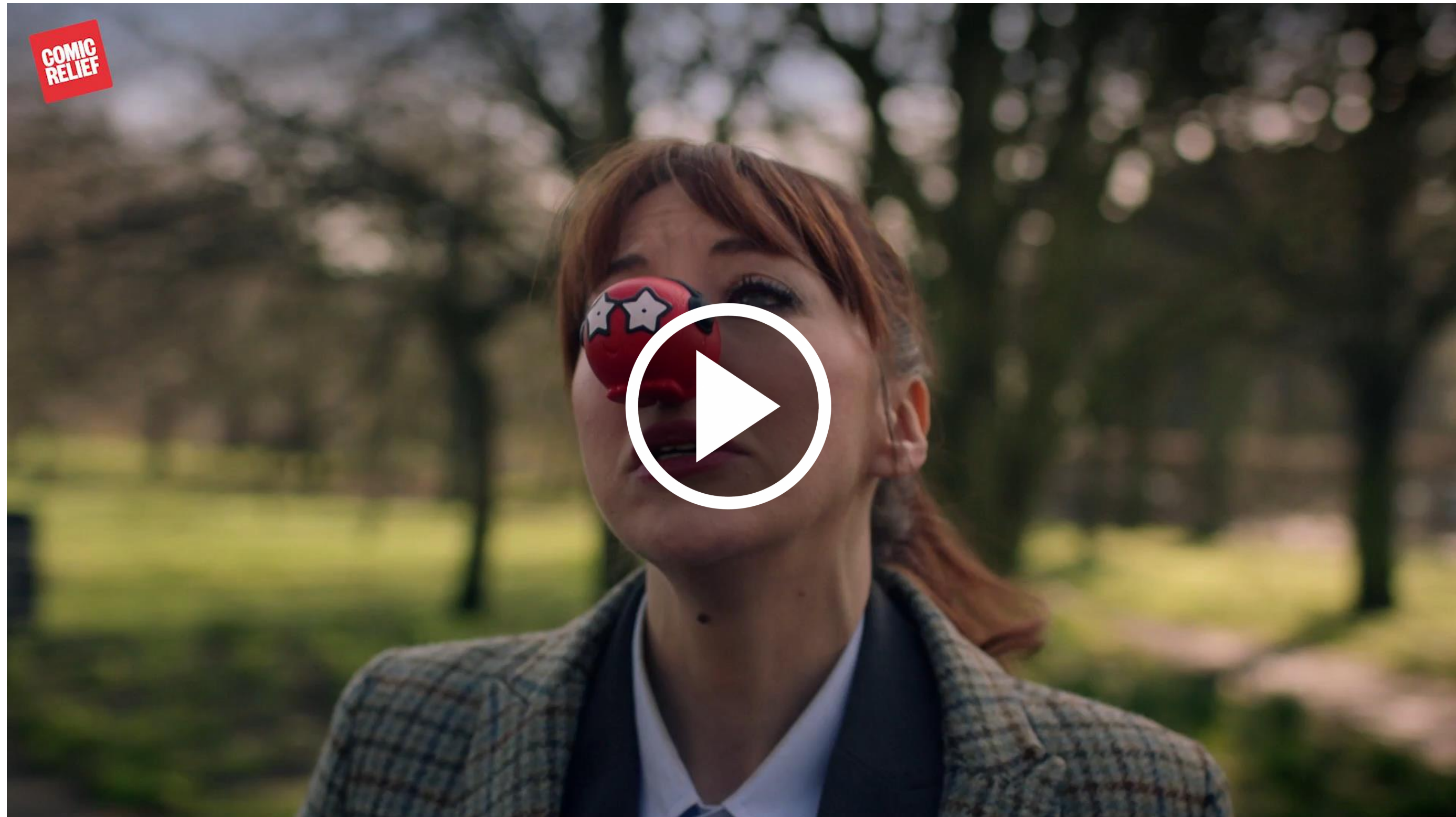
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Welcome Video From the Board of Comic Relief



Message from Jacqueline Onalo

Dear Applicant,

Thank you for your interest in becoming the Chair of Trustees at Comic Relief.

I am Jacqueline Onalo, and I have been a Trustee for just over four years and have the real privilege of being the Chair of the People & Culture Committee at this vibrant charity. In my tenure, we have navigated COVID-19, organisational restructure, the high cost of living and emerged as a stronger, more focused, more accountable organisation owing to the stellar staff led by our CEO.

It is my pleasure to introduce you to our vital work.

We are a leading UK based charity, which harnesses the power of entertainment to fundraise and uses these funds in support of our vision of A Just World Free From Poverty.

We believe in the power of people to tackle their own challenges; to this end, we fund organisations that are tackling poverty and injustice and are the closest to the communities, and can make change happen. We also work with organisations, institutions, movements and within systems to propel social change, seeking to invest in impactful organisations and play an active role in responding to the critical issues created by poverty and injustice facing our society.

With a new strategy in place, we are transforming to become more nimble, working towards a coherent impact model with a sustainable and stable income.

The British public, and our partners here and abroad, have ensured our huge success over the years. We are grateful for this and do not take it for granted, and we are actively challenging ourselves to grow our reach and impact. As part of this, our Chair plays a critical role, ensuring that our strategic objectives make the greatest impact for our partners and the communities they serve.

Should you be our new Chair, you will uphold the highest standards of governance, be values led and bring your experience to working with our exciting Board of Trustees, CEO and wider leadership team.

At Comic Relief, we are dedicated to building a diverse, inclusive and authentic workplace where all can belong and thrive.

I invite you to read this pack and find out more about us and our work. We look forward to receiving your application.

Best wishes,

Jacqueline Onalo,

Trustee, Chair of People & Culture Committee, Member and Chair of the Nomination Group



£1,047,083



About Comic Relief

Comic Relief is a major charity based in the United Kingdom, with a vision of A Just World Free from Poverty.

For over 35 years, Comic Relief has entertained and inspired people to give generously to support people living incredibly tough lives. We've laughed, we've cried, and enjoyed many incredible moments along the way. Billy Monger walked, cycled and kayaked 140 miles, Romesh Ranganathan and Katherine Ryan entertained Wembley arena and One Direction, Sam Smith and the Spice Girls released singles (separately!). Together, we've helped over 105 million people.

Comic Relief supports approaches to social change that offer something different, think outside the box or offer new thinking to achieve profound impact. With our support, people change their lives. You can read their stories here: [Stories | Comic Relief](#)



In 2023, we launched our new strategy that focuses on three key areas:



Alleviating poverty's consequences and grip on people's daily lives.

We fund programmes that help people and communities overcome the many challenges they face.

Tackling the injustices that keep people in poverty.

We support organisations and movements that strive for fairness and equity.

Standing with those in poverty who are most harmed by climate change.

We work in places and with people who are already vulnerable and now dealing with the effects of climate change.



Our Vision

A Just World Free From Poverty.

We believe everyone should be able to have a decent standard of living. To live life with dignity and respect.



Our Mission

Our goal is to drive positive change through the power of entertainment.

We use the power of humour and popular culture to engage people to help others and raise money to support organisations in the UK and around the world, working towards a Just World Free From Poverty.

Our mission combines Comic and Relief. We believe that helping others, whilst challenging, can be fun, even in the face of grave issues around us. We believe this because we've seen the power of people coming together to create change, through big campaigns like Red Nose Day and Sport Relief and small everyday acts, over our 30+ year history.

We know that a better world is possible. We believe that those closest to the issues have the best solutions, so we partner with amazing projects and organisations and provide funding to those organisations tackling poverty and injustice to make change happen.

Our Values

Have a sense of humour, always

- Even if we're facing adversity or fighting for change, we can raise a smile

Inspire a culture of generosity

- Through unique relationships with schools, the public and fundraising

Break down barriers

- By being brave, acting in solidarity, and standing up for what is right

Make meaningful change

- Putting people with experience of the issues we care about at the heart of decision making

Walk the walk

- Giving respect and positivity to the work of Comic Relief internally and externally

Share the stage

- Enabling people to tell their own stories on our platform. And listening

Make it personal

- We celebrate the diversity of experience as our greatest resource and strength

Our Impact

For Red Nose Day in 2022, we raised an amazing £42,790,149.

Some Key Headlines from the financial year 2022:

- **£25.2m grants awarded**
- **145 grants awarded**
- **54% of grants awarded in the UK**
- **46% of grants awarded internationally**

Building an Inclusive Culture

We recognise diversity and inclusion is a source of strength in achieving our mission. We, therefore, welcome everyone, trusting what makes us different brings creativity, different styles and experiences to help us collectively do our best work. That's regardless of your gender identity, ethnicity, age, disability, religion, sexual orientation, and social class.

Inclusivity

We are on a journey, but if you join our team, you will be part of a community that is committed to creating a diverse and inclusive environment where we want you to:

- Be valued for being yourself
- Do your best work, and be supported to break down barriers so you can succeed
- Be heard, respected, and treated as an equal, whatever your level, experience or background
- Be part of a team that is committed to making this happen – with our colleagues, partners, and contributors.

Stonewall
**DIVERSITY
CHAMPION**



Creating a disability-smart
world together



How We Are Funded

Our Funding strategy focuses our attention on the following key areas:

- Alleviating poverty's consequences and grip on people's daily lives
- Tackling the injustices that keep people in poverty
- Standing with those in poverty who are most harmed by climate change

How the money is raised

Red Nose Day 2023 and our annual Night of TV raised £35,310,407, thanks to generous donations from the public and their fundraising activities, and the continued support of our institutional and corporate partners.

In the 2022 financial year we also raised £4.5m from year-round fundraising including a winter appeal and digital giving and a further £3.5m from gift aid and other income. This meant that last year, we increased every £1 donated by the public to £1.44 through gift aid, partnerships and match-funding. For every £1 raised, Comic Relief spent 72p on charitable activities:

- 57p was spent to help thousands of vital projects supporting vulnerable people in the UK and internationally.
- 12p was spent ensuring that we allocate our funding as effectively as possible, ensuring it reaches amazing projects and monitoring how it is spent.
- 3p was spent on raising awareness of the work we support to tackle poverty and injustice.

The remaining 28p was invested in raising funds, which will be used to support vital work under our new strategy. We also generated income from investing the funds we raised prior to them being distributed as funding to other organisations. This income contributed to funding our operating costs which enabled us to give more money to good causes.



How We Are Run

We're led by a dedicated, knowledgeable Board of Trustees. They, alongside a number of Committees, steer our CEO and team of directors, who lead Comic Relief's employees in carrying out the day-to-day activities of the organisation.

In addition, and free from a governance role, are our Founder, Honorary Life Presidents and Honorary Trustees, who use their extensive creativity and experience to support Comic Relief.

For more information on our team, please visit: [Meet the Team | Comic Relief](#)





Job Specification

PURPOSE OF JOB

The Chair of the Board of Trustees manages the CEO and provides effective leadership to the Board, ensuring that Board members fulfil their duties and responsibilities for the effective governance and long-term future of Comic Relief.

KEY RESPONSIBILITIES

The responsibilities set out below are in addition to those of a Trustee:

- Ensure that the Board approves the long-term mission, vision, strategy, and high-level policies for the charity within the powers and restrictions in its charitable objects and governing instruments
- To provide leadership to the Board and to ensure that Trustees fulfil their duties and responsibilities for the proper governance of the charity
- Lead in the delivery of Comic Relief's purpose by focusing on strategy, performance, and assurance
- Shape and sustain a diverse and high-quality Board whose members' skills and experience are appropriately deployed
- Lead the appointment and appraisal of the Chief Executive and provide support, advice, and hold them to account for the overall performance of Comic Relief
- Ensure that the Board as a whole works in partnership with executive staff
- Drive effective relationships with senior stakeholders from Government, Parliament, devolved administrations, civil society, the media, and opinion formers
- Act as an ambassador for Comic Relief
- Be a Member of the People & Culture Committee and attends other Committees or Advisory Groups
- Keep informed about the activities of the charity and wider issues which affect its work.

Person Specification

Knowledge and Experience

- Substantial chairing experience, with the ability to develop and lead a group of Trustees operating in a complex environment
- Track record of strategic leadership gained at both executive and non-executive level in the UK and ideally in a global context
- Track record of effective internal and external relationship building, with stakeholders, partners, executive team and Trustees
- An understanding of charity governance and regulation, ideally with prior experience on a charity Board
- High levels of commercial acumen and a focus on impact to build on existing income streams and consider the longer-term sustainability of the organisation
- An appreciation of the drivers of social, political and cultural change nationally and internationally to underpin the decisions we make in the UK and internationally and the support we provide
- Demonstrable track record of championing diversity and inclusion and proactively engaging diverse views to inform thinking and decision making.

Personal Attributes

- Values-led with a commitment to our values, vision and mission
- An ambassador who will bring an external lens, be engaging, a strong communicator and champion the power of entertainment
- Sense of humour and sense of fun
- Generosity of spirit
- Open minded with a willingness and potential to learn
- An accountable and transparent approach.



Terms Of Appointment

The Chair is appointed for a term of three years, renewable for two further terms.

The Board meets 5 times per year and meetings are held in London.

The time commitment for this role is one day a week.

This role is unremunerated.



How To Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Comic Relief on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **RADUC**.

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 October 2023**.

*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.

Inclusive Hiring

We recognise diversity and inclusion are a source of strength in achieving our mission. We therefore welcome everyone, trusting what makes us different brings creativity, different styles and experiences to help us collectively do our best work. That's regardless of your gender, ethnicity, age, disability, religion, sexual orientation, and cultural identity.

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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Comic Relief is the operating name of Charity Projects, a registered charity in England and Wales (326568) and Scotland (SC039730).

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