



Appointment of CEO

September 2023 | Reference: EBKGA

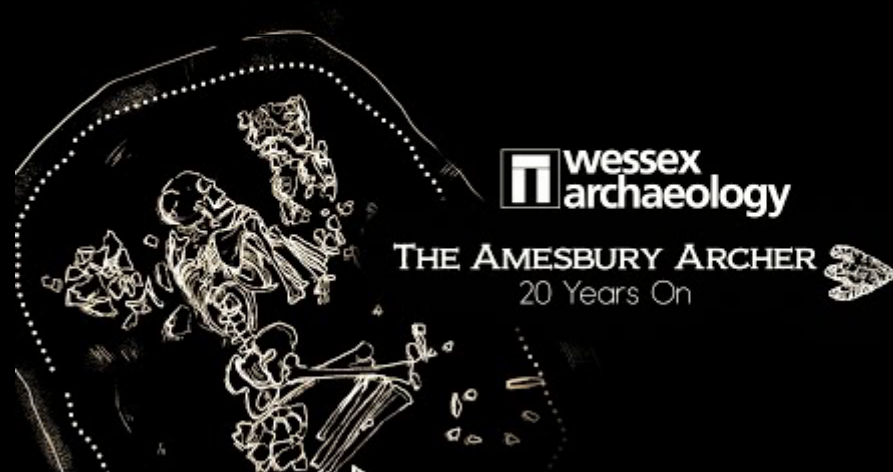
Saxton Bampfylde

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The Amesbury Archer: 20 Years On

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Welcome from the Chair, Ian Selby

Thank you for showing interest in our CEO role and Wessex Archaeology.

We are proud that Wessex Archaeology has delivered heritage services to a wide range of clients, enabling development as well as significantly contributing to our knowledge and understanding of the past and its value, for over four decades.



We intend to keep up that success and are well-placed to continue the development of a robust and exciting heritage offer to satisfy our existing and future markets.

The new CEO will deliver the next chapter in our evolution, so if you have the vision, ambition, skills, and appetite to create a lasting positive impact on heritage, archaeology, society and the economy, then I encourage you to take a close look at our CEO role and consider the difference you could make.

As an experienced professional, you will realise the challenges we face across the sector, however, we are proud to be a charity operating with strong values in a demanding and changing business environment and are very much focussed around delivering our charitable objectives and wider benefits for sustainable development and society.

We are not fixed on the style of leadership or on the previous experience we need, but we do know the task will demand clear focus and balance, including the successful delivery of existing activities and the exploration of a wide range of opportunities that we see emerging across the sector in the UK and abroad.

To realise our future, we need our new CEO to have the tenacity to deliver the focussed commercial business, combined with an entrepreneurial spirit and creativity that will mean adaptability, embracing opportunity and working in new ways to enhance our value and offer.

If you think you can lead Wessex Archaeology into the future, then please do apply.

Ian Selby, Chair



About Wessex Archaeology

A trusted market leader in the provision of quality archaeological and heritage services in the UK and internationally.

A charity deeply committed to engaging in innovative and creative routes to make archaeology and heritage accessible for the public benefit.

Wessex Archaeology is amongst the UK's leading providers of archaeological and heritage services, and an educational charity, centred on the belief that investigating, understanding and sharing knowledge of the past is important and brings value to society, the economy, and the environment. It strives to develop and promote the understanding of archaeology and heritage across communities in a profitable, sustainable and equitable way.

Over more than forty years, it has built up an offering of an impressive range of services to meet the needs of its commercial clients and to deliver its charitable purposes, deploying a range of specialist technical, interpretative, advisory and public engagement capabilities and recognised as a leader in innovation and high-quality service provision.

As a registered charity, community engagement is at the heart of what Wessex Archaeology does. It is committed to promoting education in science, the arts, culture and heritage. The knowledge gained through serving its commercial clients is used to enhance the experiences of individuals, communities, and organisations alike.

Wessex Archaeology derives most of its income from the provision of professional heritage services to businesses and government organisations throughout the UK and internationally. In addition to the public benefit delivered directly by these activities, the surplus generated is invested into educational and community engagement initiatives. As a leading provider of archaeology and heritage services, Wessex Archaeology is well placed to influence the professional development of the archaeology sector and to engage in political lobbying on topics relevant to its aims and operations.

Working in partnership with its clients across a variety of sectors, Wessex Archaeology develops made-to-measure solutions to the complex issues that surround the historic environment, at the same time as delivering practical, sustainable solutions to looking after it. Wessex Archaeology's expertise helps its clients achieve successful planning outcomes, engage communities and stakeholders, and enhance the value of national historical assets, whilst providing comprehensive risk management that its clients can depend on.



Governance and finances

Wessex Archaeology operates from a headquarters in Salisbury and from regional offices in Edinburgh, Sheffield, Kent and Bristol. It also has subsidiaries in Germany and Australia and a branch office in The Netherlands.

During the financial year 2021–22, turnover grew by over 6.6% to £22.7M and the charity produced a surplus of £0.9M (4.0%), which allowed the organisation's reserves to grow to £7.1m.

The latest accounts can be [viewed here](#).

The employee headcount is 300+, though reduced from the average of 363 in the year to 31 March 2022 in line with cost-cutting measures adopted in the current calendar year.

The composite board of directors and trustees is undergoing a routine refresh (delayed by Covid and other factors) and is currently made up of eight, including the Board's Chair, Dr Ian Selby.



The role

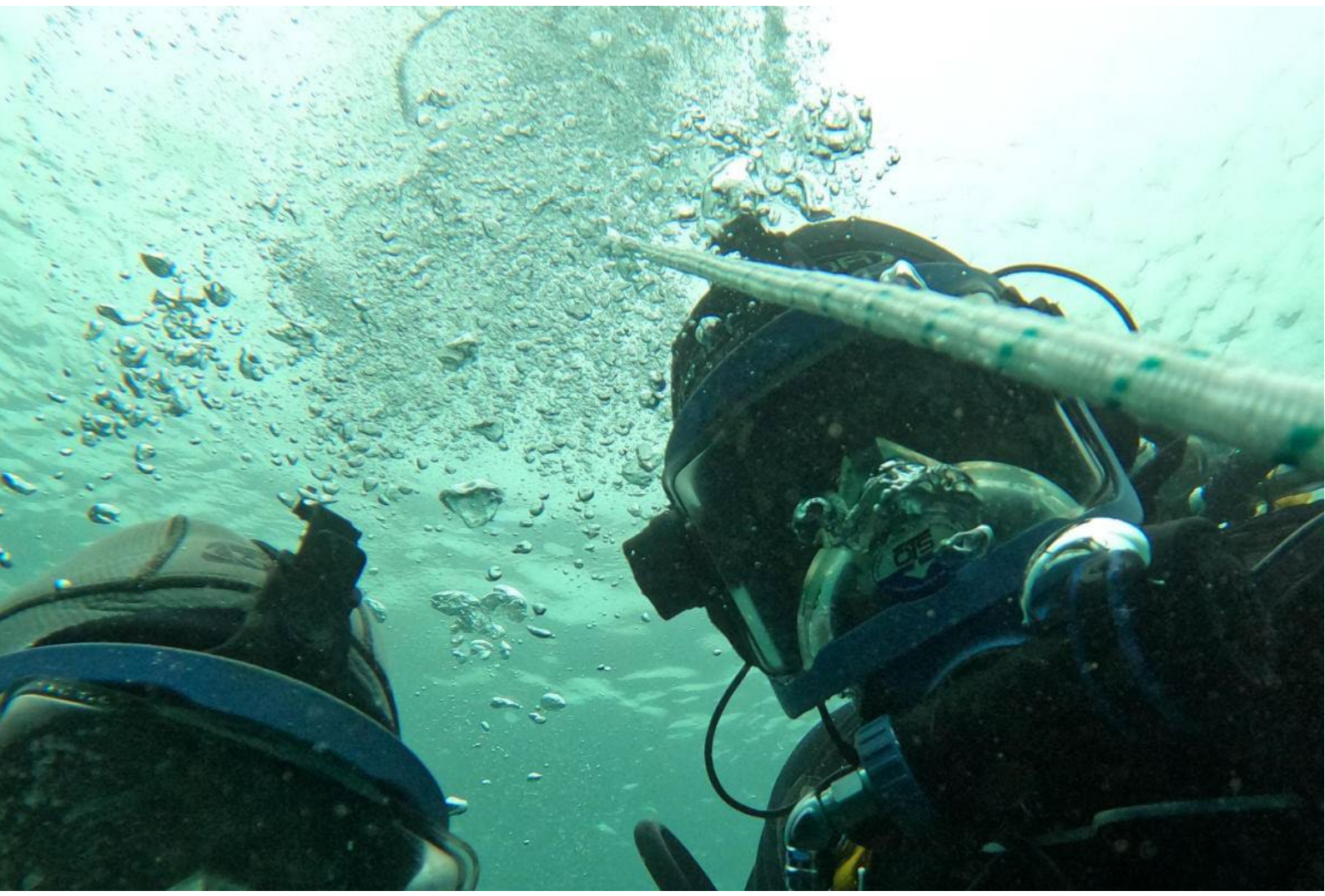
Wessex Archaeology is at an exciting and interesting juncture in its history and there is huge potential for the new CEO to have a positive and long-lasting impact on the organisation. Having faced challenging market conditions during the 2022–23 financial year, Wessex Archaeology has responded proactively by implementing changes to enhance resilience. A strategic review, initiated by the Board, is currently underway which will involve a rearticulation of the organisation's core purpose and will consider the changes needed to position it best for the future.

The new CEO will lead on defining and delivering a new strategic direction for Wessex Archaeology, building on the organisation's legacy of success in order to lead it positively into the next chapter of its history.

The principal responsibilities of the Chief Executive include:

- Providing strategic and operational leadership and direction for Wessex Archaeology, reporting to the Chair and Board of Trustees and maintaining good relationships with key clients and partners;
- Developing, implementing and reporting to the Board on strategic long-term planning for the organisation;
- Being accountable for Wessex Archaeology's governance, operational structure, business and financial plan, performance, review, and risk management;
- The leadership and continuing development of the executive, senior management, and wider staff team, fostering a collaborative organisational culture that is committed to entrepreneurship, efficiency and excellence;
- Acting as a visible and inspiring leader across all levels of Wessex Archaeology's staff group;
- Ensuring the business is supported by an empowered, ambitious, and committed workforce, who understand their individual and collective responsibilities in relation to the organisation's objectives;
- Setting and monitoring standards for all aspects of Wessex Archaeology's performance and operations;
- Working with the Chief Financial Officer to ensure the organisation's finances are managed effectively and in line with the business plan; that long-term financial performance is maximised and that the cash results are accurately forecast, reported and controlled; identifying and implementing opportunities to improve performance;
- Working to realise and support Wessex Archaeology's role in the dissemination of archaeological knowledge, engaging with academia and partners in the heritage and cultural arena as required;
- Being a compelling ambassador, championing and representing Wessex Archaeology and raising its profile with key stakeholders including current and potential clients, key figures in the academic and cultural world and in government; and

- As required, supporting executive colleagues in business development activities, specifically in relation to the development and management of key relationships with potential clients.



Person specification

The ideal candidate will be a collegiate and highly communicative leader who brings all or most of the following attributes:

- Strong, thoughtful and clear communication and management skills;
- Senior leadership experience from a multi-disciplinary and multi-faceted organisation;
- The commercial experience and ability, drive and enthusiasm to lead and manage an ambitious professional services venture. This experience could have been gained in a commercial environment, very possibly a professional services (e.g. built environment) practice;
- An understanding of, and empathy with, archaeology (or a similar discipline) in order to lead a team of world-leading archaeologists/academics and participate in outreach to a range of different audiences;
- An understanding of and a passion for Wessex Archaeology's role as an educational charity;
- A sufficient understanding of the archaeology/heritage sector to be able to steer the strategic direction of the organization in an external market that is evolving both geographically and disciplinarily, and to maximise the potential for Wessex Archaeology's research and engagement work;
- Strong financial acumen;
- Strong people management skills with a collaborative and empathetic style that is paired with a high level of drive and commerciality;
- The knowledge and ability to represent Wessex Archaeology in both the heritage and commercial worlds, and to engage with leading practitioners; and
- The drive, ambition and leadership qualities to help Wessex Archaeology achieve its ambitious targets both for growth and for increased impact.



Terms of appointment

The salary range for the role will be **£100-110k pa.**

The role will be based at Wessex Archaeology's Salisbury office but with expectation of time spent in the other offices too.

Pension: employer contributions of 5%, employee contributions a minimum of 3%.

Holiday entitlement: 27 days plus bank holidays.

How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Wessex Archaeology on this appointment.

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

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 **Monday 16th 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.*

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.

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