

University Hospitals Birmingham Charity



**Queen Elizabeth
Hospital Birmingham
Charity**



**Heartlands
Hospital
Charity**



**Good Hope
Hospital
Charity**



**Solihull
Hospital
Charity**

Appointment of Chief Executive

June 2025 Ref: AUBD

Welcome from the Chair

Thank you for your interest in supporting University Hospitals Birmingham (UHB) Charity and becoming our next Chief Executive.

Our current Chief Executive is taking a well-deserved retirement after seventeen years at the Charity, during which time we have seen UHB Charity grow to now cover four of Birmingham's busiest hospitals - Queen Elizabeth Hospital Birmingham, Heartlands Hospital, Good Hope Hospital and Solihull Hospital.

These hospitals, along with various Community Services across Birmingham & Solihull, comprise University Hospitals Birmingham NHS Foundation Trust, one of the largest NHS Trusts in the country.

UHB Charity is the official charity of the Trust, supporting patients, families and staff by funding equipment, facilities and research, all of which are over and above what the NHS can provide.

This is a wonderful place to work, where you will be able to see the difference you are making to people's lives every day, and our impact is felt by so many people across the Midlands and beyond – from cancer and transplant patients, to tiny babies in our neonatal units and Armed Forces personnel who arrive in Birmingham from around the world, and so much more.

We are looking for an inspirational leader to join us to continue our ongoing plans for growth and excellence in care. It is important to us that our next Chief Executive can help our fundraising team as they continue to grow in skills and experience and also lead by example. You will need to have excellent communication skills as you will work with a wide range of stakeholders within public, private and voluntary sectors.

This pack will tell you more about the Charity, the role we play in supporting University Hospitals Birmingham NHS Foundation Trust and what we are looking for in our new Chief Executive.

I hope you will find the enclosed information useful, but if you would like an informal chat about the role or would like to visit any of our hospitals, please do get in touch. Both our current Chief Executive, Mike Hammond, and I will be delighted to discuss any aspect of the role in more detail with you.

This is an amazing opportunity for the right person to join us and lead an organisation I am incredibly proud to chair.

Thank you once again for your interest in the role of Chief Executive at UHB Charity.

Keith Bushnell
Chair of the Board of Trustees



Every contribution to
our cause becomes a
beacon of hope,
directly enhancing the
quality of care and
support available to
patients and their
families.



About Us

Transforming Lives Across Birmingham - Every Single Day

University Hospitals Birmingham Charity exists to go above and beyond for the 3 million patients and 25,000 staff who walk through our hospital doors each year. As the proud charity of the University Hospitals Birmingham NHS Foundation Trust, we fuel innovation, compassion, and excellence by funding cutting-edge equipment, life-changing research, improved facilities, and crucial patient support, all above and beyond what the NHS can provide.

Our Trust is one of the UK's largest, spanning four major hospitals: Queen Elizabeth Hospital Birmingham, Heartlands, Good Hope, and Solihull, along with Birmingham Chest Clinic, Solihull Community Services, and Umbrella Sexual Health Services. Together, we care for people at every stage of life and health.

Since 2010, we've invested over £75 million in projects that save and improve lives. Whether it's supporting premature babies in neonatal units, bringing hope to children undergoing lifesaving treatments, giving strength to cancer and transplant patients, helping dementia sufferers reconnect with the world around them, or lifting the spirits of our armed forces heroes, we are there. Our beloved Pets in Hospital programme brings dogs onto wards to offer cuddles, comfort, and a boost of joy to patients of all ages.

Our work is powered by the incredible people of Birmingham and the West Midlands, our patients, families, donors, fundraisers, and friends. We have grown in size, impact and ambition in recent years, and we're just getting started. The potential ahead is extraordinary, and this is an exciting moment for a new Chief Executive to provide leadership to the Charity.



About Us

Our impact

University Hospitals Birmingham Charity has made a profound and far-reaching impact on the lives of patients and families through its funding of pioneering medical technology, vital patient services, and ground-breaking research.

Thanks to the Charity, state-of-the-art equipment like the CyberKnife and TomoTherapy machines are delivering world-class radiotherapy treatment at QEHB, while innovations like the Heart in a Box system and liver perfusion devices are significantly increasing the number of viable organs for transplant. Additionally, Charity-backed research is opening new doors in cancer treatment by finding fresh uses for existing medications.

Beyond clinical advancements, the Charity plays a crucial role in supporting families during their most difficult times. Fisher House remains a sanctuary for military families, offering a comforting “home away from home” for those with loved ones receiving treatment. Similar support is extended to NHS families through dedicated accommodation near hospitals, including Karen’s, Millie’s, and Stine’s Homes from Home, offering rest and relief during long hospital stays. At Heartlands Hospital, parents of premature babies in neonatal care benefit from nearby accommodation, ensuring they can stay close as their little ones receive expert care.

Our impact extends even further through partnerships with local organisations like The Stan Bowley Trust, Ladies Fighting Breast Cancer, and The Get A-Head Charitable Trust. Together, they’re delivering life-saving equipment, supporting specialist research, and enhancing the hospital environment. This is just a snapshot of the impact the Charity makes, including being a major provider of research grants in the region and funding services and equipment that are over and above that which the NHS provides.





Job Description

Role Overview

Reporting to the Chair of Trustees, the Chief Executive is the driving force behind University Hospitals Birmingham Charity's vision to improve healthcare for patients, spearheading ambitious strategic and operational leadership to accelerate innovation, growth and impact.

As the official charity for University Hospitals Birmingham NHS Foundation Trust, and an independent organisation with vast potential, the Chief Executive leads the charge in expanding our influence, amplifying our reach, and maximising our support for four major hospitals in the West Midlands and the broader healthcare landscape.

Externally, they are a dynamic ambassador, elevating the Charity's profile, forging powerful partnerships, and engaging key stakeholders, donors and organisations at both local and national levels to unlock new opportunities. Internally, they inspire excellence, driving a high-performance culture within the senior management team and ensuring strong, visionary governance in collaboration with the Board of Trustees.

This is a leadership role that demands bold thinking, relentless ambition and an unwavering commitment to shaping the future of healthcare, building on the recent growth in the Charity's income in line with the Trustees' strategic plan for increasing the level of funds spent supporting patients across our hospitals.

This is an exciting opportunity for a dynamic leader with vision, energy, and a deep commitment to making a difference.

Key Responsibilities

Leadership and Strategy

- Act as a highly visible and motivating presence to energise a talented senior management team of 4 and a dynamic staff of 22 to drive the Charity's bold vision, fostering innovation and measurable impact in healthcare
- Partner with the Board of Trustees to shape and deliver an ambitious, forward-looking strategy that accelerates growth and maximises impact
- Forge a powerful, collaborative relationship with the Executive Team of University Hospitals Birmingham NHS Foundation Trust to strengthen our influence and reach
- Ensure big picture goals are translated into a high impact operational plan for innovative programmes, along with robust financial, fundraising and communication strategies to support the Charity's growth
- Develop, challenge, support and coach direct reports as they lead their own teams and continually develop themselves professionally, inspiring morale, productivity and team cohesion.
- Operate with a strong sense of mission and purpose, delivering high-impact results even under pressure.

Stakeholder Engagement and Partnerships

- Act as the primary representative of the Charity, cultivating strong relationships with University Hospitals Birmingham NHS Foundation Trust, Birmingham & Solihull Integrated Care Board, University of Birmingham, donors, partners and other key stakeholders
- Establish, build and sustain collaborative partnerships with NHS Charities Together, NHS England (and any successor), NHS Confederation, NHS Providers and other healthcare organisations to align charitable activities with hospital and patient needs
- Establish strong links with clinicians across University Hospitals Birmingham NHS Foundation Trust, to encourage grant applications to Trustees and to further understand clinical priorities to help inform Trustee decisions
- Actively promote the Charity at national conferences, meetings and public events, advocating for healthcare improvement and innovation
- Act as the senior spokesperson for the Charity with the media
- With the Director of Fundraising and the NHS Foundation Trust Executive team, look for opportunities for major charity appeals and support high level fundraising initiatives
- Leverage digital engagement strategies to expand the Charity's reach and strengthen donor relationships



Key Responsibilities

Operational and Financial Management

- Provide strategic oversight of financial planning, budgeting and resource allocation to maximise impact and sustainability
- Implement the Charity's investment policy and overseeing a portfolio of investments, properties and cash
- Oversee income generation strategies, ensuring diverse and sustainable revenue streams through fundraising, partnerships and investments
- Ensure robust financial controls, risk management and compliance with regulatory and legal requirements
- Provide oversight and take ultimate responsibility for contracts, grants and funding agreements to maximise financial returns and mission driven outcomes
- Advise Trustees on the suitability of grant applications to the Charity from across the NHS Foundation Trust
- Sustain a positive culture of collaboration and continuous improvement across the Charity, setting the standard for high performance and supporting the team to achieve this
- Foster a high-performance operational culture, ensuring teams and systems are equipped to support the Charity's growth and impact

Governance and Reporting

- Act as the Charity's Company Secretary, serving as the main point of accountability to the Chair of Trustees and the wider board, providing regular updates on performance and strategic progress
- Ensure the Charity complies with all legal and regulatory requirements, maintaining high standards of governance and risk management.



Person Specification

Knowledge and Experience


- Proven leadership and management experience at a senior level
- Experience of designing and delivering strategic plans, ensuring alignment with operational goals
- Experience managing complex budgets and organisational resources
- Experience cultivating and maintaining high-value relationships, such as with clients, donors, sponsors, or stakeholders, demonstrating exceptional communication and relationship management skills
- Experience of working with a highly capable Board and building collaborative working relationships across an organisation
- Knowledge of governance and compliance in the charity or public sector, as well as an understanding of the challenges facing the NHS and healthcare charities, is advantageous, but not essential
- Experience of grant giving, investment management and media relations is desirable, but not essential

Skills, Abilities and Attributes

- Inspiring and dynamic leader with a collaborative approach, and a demonstrated ability to navigate a diverse stakeholder environment
- Demonstrates excellent self-starter qualities, with exceptional drive, initiative and resilience
- Exceptional interpersonal, communication and influencing skills, with the ability to build relationships, inspire confidence, and articulate compelling cases for support
- Ability to lead and deliver income-generating strategies in a professional setting, in a comparable field such as business development, sales, partnerships, or other forms of revenue generation
- Ability to take a hands-on approach and engage at all levels of the organisation, with the ability to go from high-level strategy to 'on-the-ground' implementation to ensure delivery
- Strong financial and commercial acumen, with entrepreneurial instincts and abilities
- Highly organised and results driven, with a commitment to excellence, impact and value for money
- Strong presentational skills, with the ability to take complex ideas and concepts and compose succinct proposals to a Board
- Clear thinking, proactive and solutions focused approach, with the ability to manage competing demands, make effective decisions, be flexible and think creatively to produce solutions to complex problems
- Personal commitment to the Charity's mission of supporting patients, families and staff
- High standards of personal conduct, honesty and integrity

Candidates should have the ability to work flexibly to meet the needs of the role, as well as the ability to travel between hospital sites in the West Midlands. Candidates should have no envisaged barriers to obtaining DBS disclosure, and have the right to work in the UK.





Being in hospital can be really tough physically and emotionally.

This is why our hospital charities do as much as they can to make patients and their families feel as supported as possible during their treatment. Each hospital charity provides the added extras that are "over and above" what the NHS can fund as standard.



Terms of Appointment

Hours: Full Time

Duration: Permanent

Salary: circa £100,000, with potential to increase based on the successful candidate's skills, abilities and experience

Annual leave allowance: 27 days plus 8 bank holidays per annum. This allowance rises after five years' service and ten years' service

Pension: Employees pay 8% of their salary into the NEST defined contribution pension scheme, matched by 8% of their salary from the Charity

Sickness pay: Employees have access to an enhanced sickness pay scheme after their six month probationary period

Maternity pay: Employees have access to an enhanced maternity pay scheme after their six month probationary period

Place of Work: The main Charity office location is Birmingham Research Park, 97 Vincent Drive, Birmingham B15 2SQ

Equity, Diversity and Inclusion: We are committed to helping our hospitals provide exceptional care and better health for people living in the Midlands. To do this, it is important that we understand, appreciate and reflect the diverse communities we serve. Having a diverse team – bringing a range of perspectives, experiences, opinions and ideas – makes us stronger and more impactful. It empowers us to make better decisions and helps us engage more effectively with everyone who relies on our support.

Safeguarding: University Hospitals Birmingham Charity is committed to the safeguarding and protection of children and adults at risk in our work. We will do everything possible to ensure that only those who are suitable to work with these vulnerable groups are recruited to work for us. This post is subject to a range of vetting checks, including a criminal records disclosure.



How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to University Hospitals Birmingham Charity on this appointment.

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

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 28 July**.

* 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.

Due diligence

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.



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