DIRECTOR

Candidate pack

APPOINTMENT TERMS

Salary
£60,000 – 65,000

Hours
Full time with flexible working welcome

20 days annual holiday plus 8 public holidays
In addition, office closes for 2 weeks at Christmas

Location
Hybrid: Central London & remote working
Applicants must have right to live and work in UK

Reporting to
Chair & Board of Trustees

Closing date
March 10th 2024
Welcome from the Chair of the Trustees

These are difficult times to be a journalist — hard enough if you work for one of the big news organisations, harder still if you are a freelance. Whether in Gaza, Ukraine or Sudan, freelance journalists are often behind the journalism you read, watch or hear — working in the place they call home, they speak the local language and know exactly who to call. When everybody else goes home, they remain. Over the past three decades, the Rory Peck Trust has helped over 3,000 freelance journalists in moments of crisis, and we have helped many more prepare for crisis and avoid the most damaging effect. Under our new Director, we will help even more.

For all of us at the Trust, this is personal. Rory was one of the greatest freelance camera operators of his generation, capturing many of the most enduring images that tell the story of the 1980s and 90s. He covered the Soviet invasion of Afghanistan, the first Gulf War, the conflicts in the Balkans, and the collapse of the Soviet Union where he moved to live with his wife and children. It was there that he was killed, during the attempted coup against Boris Yeltsin in October 1993. The Trust was set up in 1995 to support those, like Rory, and their families, who when disaster strikes, don’t have a big organisation to support them.

We are seeking a leader who can build on this platform and who will lead the Trust forward. Across the world, media freedom, journalists and journalism are under attack like never before. It means our work is more vital than ever. If you share our passion to support those who make it all possible, we would love to hear from you.

Tira Shubart
Chair, Rory Peck Trust
The Role

The Director is the Trust’s most senior member of staff, working with the Board of Trustees to agree a strategy, to fundraise, to manage its staff and oversee the successful delivery of the organisation’s support programmes to journalists.

The Director drives all the activity and operations including governance, finance, fundraising, grants, external communications, and the Rory Peck Awards. A key priority is the requirement to maintain and develop the Trust’s network of media industry supporters, journalist safety organisations, funding relationships with trusts and foundations and connecting with the global community of freelance journalists. The principal objectives of the Trust are to:

- Support the safety and welfare of freelance journalists around the world.
- Provide assistance grants to journalists in financial hardship.
- Give access to training in all areas of safety and security.
- Raise awareness of the valuable contribution freelance journalists make to the news industry.

The Trust believes that freelance journalists provide public benefit as they play an important and integral role within the free flow of information. The Trust sees its role in supporting freelance journalists as a practical and significant contribution to independent journalism and by extension strong democracies.

The Rory Peck Trust is independent and relies on income from grants, donations, and corporate sponsorship. The Trust works globally with a large network of local and international media and civil society partners.

The Director will be appointed by the Board of Trustees and will report directly to them. The Director leads a team of 8 staff and is supported by a Business Manager, a Senior Partnerships & Development Manager and a Senior Communications & Events Manager.

This is a high-profile role that requires representation of the Trust at all levels. Based in central London, it will require international travel to represent the trust at media freedom conferences and other relevant events. The successful candidate will join and lead a dynamic, creative, and highly motivated multi-national team.
Responsibilities

Leadership
- Provide inspirational leadership through articulation, consultation, and active demonstration of ways of achieving the Trust’s mission, aims and objectives.
- Work with Trustees and the management team to create opportunities for fruitful partnerships, maximising outcomes and strengthening programmes.
- Foster good relations within a distributed multicultural team, ensuring effective collaboration and communication among the staff for successful programme delivery.
- Maintain good relationships with the Trust’s Board & Newsroom Ambassadors.

External Engagement
- Develop and promote the work of the Rory Peck Trust by advocating to and managing relationships with, relevant decision makers and stakeholders, including potential and existing donors, industry partners and corporate sponsors.
- Represent the Rory Peck Trust via speaking engagements, conference attendance, written articles, interviews and other engagement activities.
- Develop and maintain a keen understanding of the challenges and issues facing freelance international journalists as well as the local freelance journalists that contribute so much to international news gathering.

Strategy, Planning & Management
- Lead and help guide the Rory Peck Trust’s Board and staff team input into strategic planning.
- Create and deliver effective implementation of annual operational plans that advance the trust’s mission and longer-term goals.
- Ensure efficient use of resources to achieve the organisations’ ongoing development.
- Ensure that proper control procedures are in place so that the Trust is managed in accordance with all statutory requirements of the Charity Commission.

Outreach, Fundraising & Development
- Work with the Board of Trustees and management team to ensure that the trust maintains awareness of developments across the media freedom sector.
- Design and develop proposals to Trusts & Foundations, opening new funding opportunities, including with individual donors, corporations, and private foundations.
- Support the Trust’s Assistance Manager and Training Manager to evolve a programme delivery model that is responsive to growth and has the capacity to deliver assistance at scale across regions and in collaboration with relevant in-country partners.
- Support the Trust’s Partnerships & Development Manager and Communications & Events Manager to evolve the Trust’s engagement with industry supporters, fundraisers, and corporate sponsors of the Trust’s annual awards ceremony.

Finance and Administration
- Working in conjunction with the Trust’s Business Manager, oversee the business operations ensuring an excellent standard of practice across operations functions.
- Ensure that the financial resources of the Trust are accounted for, planned, and managed within agreed parameters, in compliance with statutory regulations, and that these are reported to the Board of Trustees promptly and regularly.
The Person

Experience

- A minimum of 10 years of progressively responsible leadership experience at the executive level leading organisations with an annual budget of circa £1 million. Media background, especially in broadcast journalism or production, strongly preferred.
- A track record of setting clear direction for strategic and operational goals, and of effective stewardship of donor resources.
- Strong leadership and proven managerial abilities with diverse and remote teams.
- An understanding of the evolving geopolitical landscape and its impact on journalism and international newsgathering.
- Experience of overseeing fundraising, with grant proposal experience especially desired.
- Demonstrable experience in building an organisation’s global profile, understanding strategic positioning and stakeholder engagements.

Skills & Attributes

- The ability to sustain and convey a clear vision and to communicate this vision to a wide range of audiences.
- The ability to develop credibility among international media freedom organisations.
- Ability to set clear priorities, delegate, and guide investment in people, processes, technology, and systems; strong organisation and problem-solving skills that enable sound decision-making.
- Exceptional interpersonal skills and the ability to engender trust from within a small team.
- An inclusive collaborative management style that supports and nourishes the professional development of a talented and dedicated staff.
- A flexible attitude and the ability to work with multidisciplinary and multi-national teams.
- Energy, drive, resilience, and focus; the capacity to flourish in responding to complex and competing demands.
- Excellent communications skills: Fluency in English required. French and other world footprint languages (Russian, Spanish, Arabic) very desirable.

Further information about the Trust and its work can be found at www.rorypecktrust.org. The latest Rory Peck Trust Annual Report and other statutory information can be downloaded from the charity commission register.
The Process

Application:

Please send by email with ‘Director Application’ in the subject line to jobs@rorypecktrust.org by March 10th 2024.

Your application should include:

- A CV including a full employment history showing responsibilities held, relevant achievements and a mobile phone number (to be used with discretion)
- A cover letter (max 2 pages) describing what attracts you to the role and the career and personal experiences that equip you for it.

If successful, we will ask you to nominate references.

Interview

A selection of candidates will be invited to interview with an appointment panel made up of the Chair and a group of Trustees. The first round of interviews is likely to take place w/c March 11th, with final interviews later in March.