



Appointment of
Chief Executive WaterAid UK





Dear candidate

Thank you for your interest in the role of Chief Executive of WaterAid UK. This is a really exciting opportunity to join WaterAid as we deliver our ambitious Global Strategy, with a vision of everyone everywhere having access to safe water and sanitation by 2030.

Access to safe water and sanitation is everyone's right and yet 650 million people still live without safe water and 2.3 billion people lack an adequate toilet. This is totally unacceptable in the 21st century and leads to around 315,000 children dying every year from diarrhoea.

WaterAid works alongside communities and partner organisations from government, civil society, the UN, academia and the private sector. We believe that empowered communities engaged in championing their rights, alongside effective service providers, whether public, private or NGO, are vital to ensuring affordable, adequate and sustainable services that reach the poorest and most marginalised people, and change their lives. This is a critical first step out of poverty.

Barbara Frost, who has been the Chief Executive for the past 11 years, will be retiring next year. Under her leadership, the organisation has flourished and grown its coverage, income and influence. Our support from the public, the UK water industry and a range of partners, including the UK Department for International Development, has continued to strengthen. We now have over 720,000 supporters in the UK and have raised a total of £85.5m in 2015/16.



WaterAid/ Sam James

Introduction from the Chair of WaterAid UK

In this influential role, you will be able to build on our successes and take WaterAid to new heights in the next phase of our development.

You will join an organisation ranked sixth in the *Sunday Times* 'Top 100 not-for-profit organisations to work for' (2016). We pride ourselves on our engaged workforce and strong and diverse Board of Trustees.

We are looking for an exceptional leader able to inspire and motivate their colleagues and everyone they meet to deliver exceptional work.

WaterAid UK is part of a growing global federation. You will be responsible for the delivery of WaterAid UK's contribution to the Global Strategy and our commitment to accelerate transformational change by focusing on our four aims – reducing inequalities of access to safe water, sanitation and hygiene (WASH) services; strengthening sustainable services; improving hygiene behaviour; and

integrating WASH into all areas of human and economic development.

You will be leading an experienced and high-performing team of Directors and be a critical member of the Global Executive, made up of the Directors and the Chief Executives of the six self-governed members of the WaterAid federation.

Key to success in this role will be your passion for our global vision and a drive for action and excellence. Alongside this will be a commitment to our values and to continuing to build a culture focused on doing all we can to

achieve our 2030 vision. You will facilitate strong relationships across WaterAid and with all those we engage with, including our supporters and partners, and you will ensure that we have a compelling identity.

If you believe everyone everywhere should, and can, have access to safe water, sanitation and hygiene by 2030, and you have the outstanding leadership skills needed to make a significant difference in this exciting role, we would welcome your application.

Thank you for your interest.

Tim Clark
Chair of WaterAid UK



We are WaterAid

Our vision

is a world where everyone everywhere has safe water, sanitation and hygiene.

Our mission

is to transform the lives of the poorest and most marginalised people by improving access to safe water, sanitation and hygiene.

Our values

define our culture and unite us across the many countries in which we work. They are at the very heart of WaterAid – who we are, what we do and how we do it.

Respect

We treat everyone with dignity and respect and champion the rights and contribution of all to achieve a fairer world.

Collaboration

We work with others to maximise our impact, respecting diversity and difference in the pursuit of common goals.

Accountability

We are accountable to those whose lives we hope to see transformed, to those we work with and to those who support us.

Innovation

We are creative and agile, always learning, and prepared to take risks to accelerate change.

Courage

We are bold and inspiring in our actions and words, and uncompromising in our determination to pursue our mission.

Integrity

We act with honesty and conviction and our actions are consistent with openness, equality and human rights.



Everyone, Everywhere 2030

Global Strategy 2015-2020

Today, a shocking 650 million people still live without safe water and over 2.3 billion live without sanitation.

But there is real hope for the future. Countries across the world are supporting the United Nations Sustainable Development Goals, which pledge to tackle inequality and eradicate extreme poverty by 2030.

In the next four years to 2020, WaterAid will assist communities to call for their rights and work with service providers to influence and support delivery of sustainable services to the poorest and most marginalised people. We will prioritise good hygiene behaviour to help stop the spread of deadly diseases and to improve people's health and living conditions.

Crucially, we will challenge inequalities and champion universal access to safe water, sanitation and hygiene as fundamental to progress in all areas of sustainable development, to end extreme poverty and build a healthier, more productive and fairer world.

WaterAid is well positioned to help lead this effort. We are an independent, global organisation with a single focus on water, sanitation and hygiene for the poorest and most marginalised people.

Furthermore, we have over 35 years' experience collaborating with partners in civil society, government and the private sector.

All our work is made possible by our committed and generous supporters from across the globe. Since 1981, we have reached 24.9m people with safe water, 24m people with sanitation and 16.7m people with hygiene promotion. Our policy and campaigns work has influenced and inspired others to reach many millions more.

Over the next four years, we will strengthen our partnerships and alliances with a focus on achieving a common goal: reaching everyone everywhere with safe water, sanitation and hygiene by 2030. Read our Global Strategy [here](#). For more information visit our [website](#).

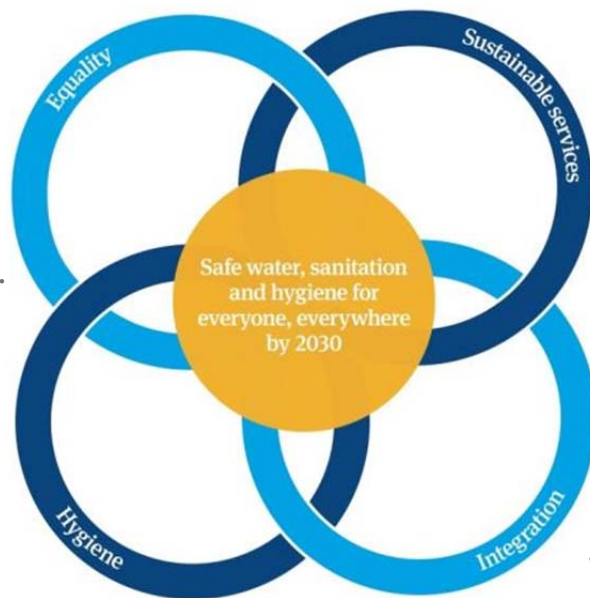
To realise the goal of universal access to safe water, sanitation and hygiene, we believe certain conditions need to be in place. Our **strategic aims** seek to accelerate progress towards our vision of the future.

Equality

We will tackle and challenge the inequalities that prevent the poorest and most marginalised people from realising their right to safe water, sanitation and hygiene.

Hygiene

We will positively influence hygiene behaviour to maximise the benefits of access to safe water and sanitation.



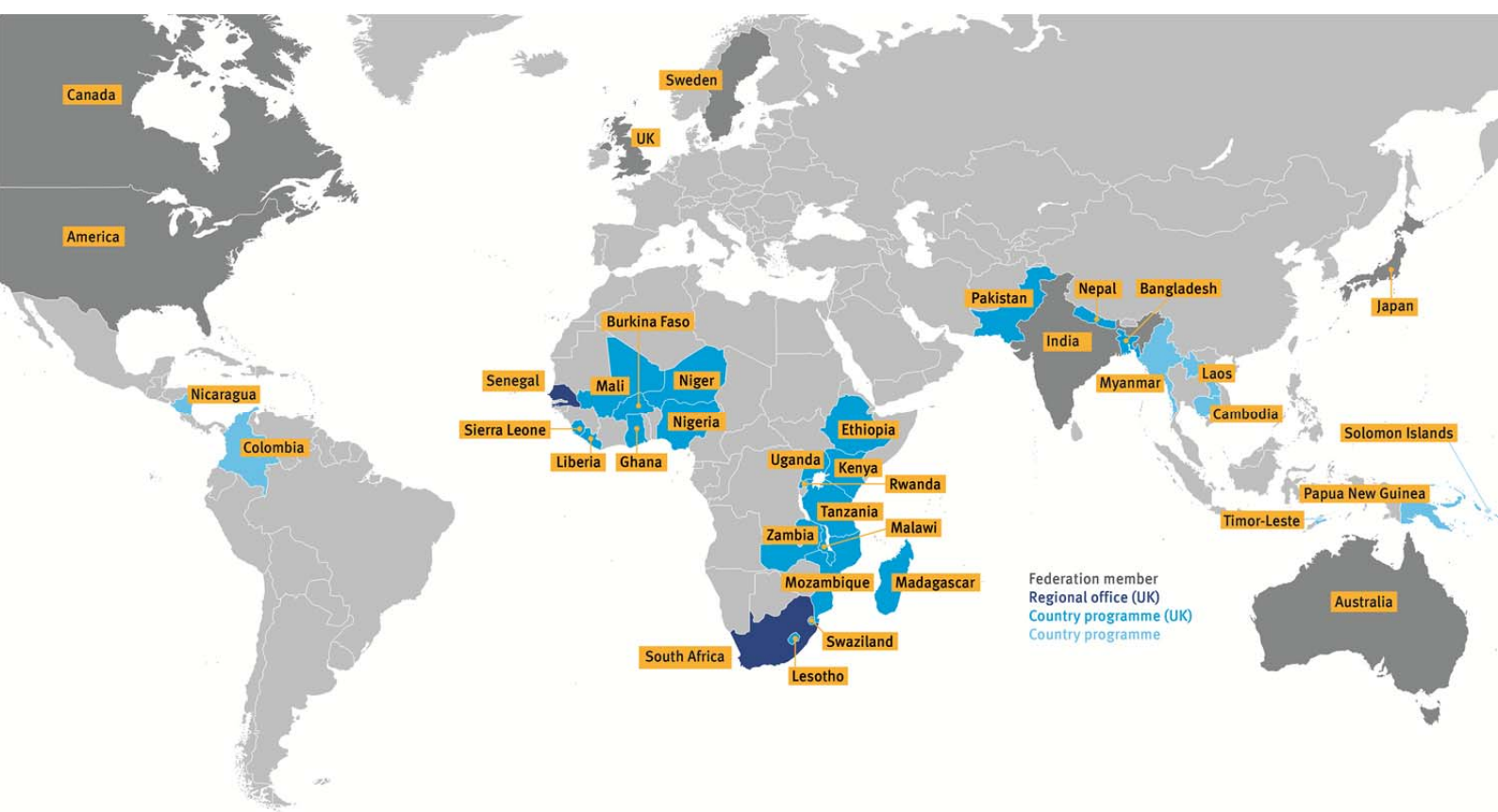
Sustainable services

We will support governments and service providers to strengthen the systems and capabilities required to deliver sustainable water, sanitation and hygiene services.

Integration


We will work with others to develop plans and activities that accelerate change by integrating water, sanitation and hygiene into sustainable development.

WaterAid has teams in **38 countries** across the world, working with our many partners to transform millions of lives every year by improving access to safe water, sanitation and hygiene. WaterAid UK currently has teams in **24 countries** – in the UK, Africa and South Asia.



In 2015/16

During 2015 we reached:

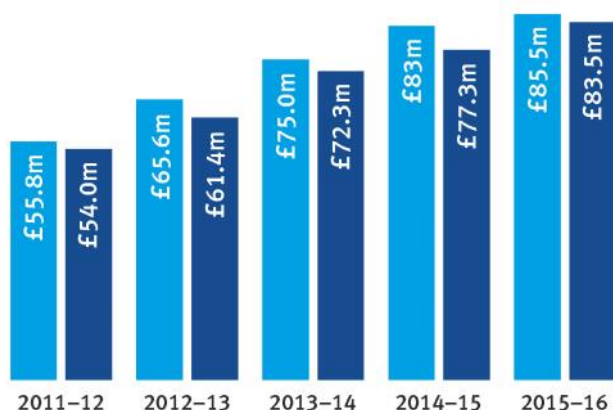
 **1.9m**
people with safe water

 **3m**
people with sanitation

 **4.7m**
people with hygiene

Our supporters helped us raise £85.5 million in 2015/16 – a 3% increase on the previous year, enabling us to reach millions of people with safe water, sanitation and hygiene, and to influence others to commit to reaching everyone everywhere with these basic services by 2030.

Income and expenditure for 2011-2016



How we spent the money



- 76% was spent on delivering services and making change happen
- 24% on fundraising

Who we received funds from



- Individual supporters £46.1m
- Corporate and trust supporters £15.3m
- Other WaterAid member countries £8.1m
- Institutions £9.6m
- Fundraising in our other countries £6.4m

Read our [Annual Report](#)



Our supporters

The amazing WaterAid supporter community is now over 720,000 people strong in the UK, with over 340,000 people giving through direct debit. In 2015-16, more than half our total income was donated by these incredible individual supporters. Their generosity inspires us year after year: campaigning for change, running marathons, giving talks, and sharing their passion through every possible medium!

Our people

We seek to build expert and highly-engaged teams and focus on effective leadership, including seeking to recruit local people to senior roles in our country programmes. WaterAid UK employs 860 staff across 24 countries. Our last Global Employee Engagement survey in 2014 saw a response rate of 96%, with 79% wholeheartedly recommending WaterAid as a great place to work and 96% reporting a clear understanding of WaterAid's vision and aims. We are also hugely grateful to the hundreds of volunteers whose time and energy is absolutely vital to our success.

Our partners

WaterAid works with a range of partners around the world to deliver services, change policy and practice, raise funds and inspire action. We work in partnership with governments, the UN, the private sector, academia and civil society, and believe that long-term sustainable change and a world without poverty depends on the work of all sectors of society. At local level, we work with community-based organisations, local governments and the private sector investing in them to deliver and advocate for sustainable services for the most marginalised and hardest to reach people.

Our trustees

WaterAid is governed by a Board of Trustees who ensure we are managed effectively in line with our vision and mission and that we abide by our charitable objectives. WaterAid UK has 12 trustees who volunteer their time and energy to ensure that WaterAid is compliant with the legal and statutory requirements of a UK charity and registered company. For more information about our trustees, please visit [how we are governed](#) on the WaterAid UK website.



WaterAid federation

Established in 1981 by the UK water industry, WaterAid has grown significantly in income and reach over recent years. From its origins in the UK, WaterAid has now become an international federation – of which WaterAid UK is the founding member.

The Chair and Deputy Chair of WaterAid UK sit on the WaterAid international Board alongside the Chairs of WaterAid America, Australia, Canada, India, Japan and Sweden. India was the first country to make the transition from a country programme to an independent WaterAid member organisation. It is envisaged that more country programmes may make this journey in the coming years provided this enables us to achieve greater impact. More information about WaterAid international can be found [here](#).

The work of WaterAid international is supported by a small secretariat and draws on existing staff and resources of member countries, so as to remain light touch and to allow the organisation to focus on its mission.

The role of WaterAid international is to:

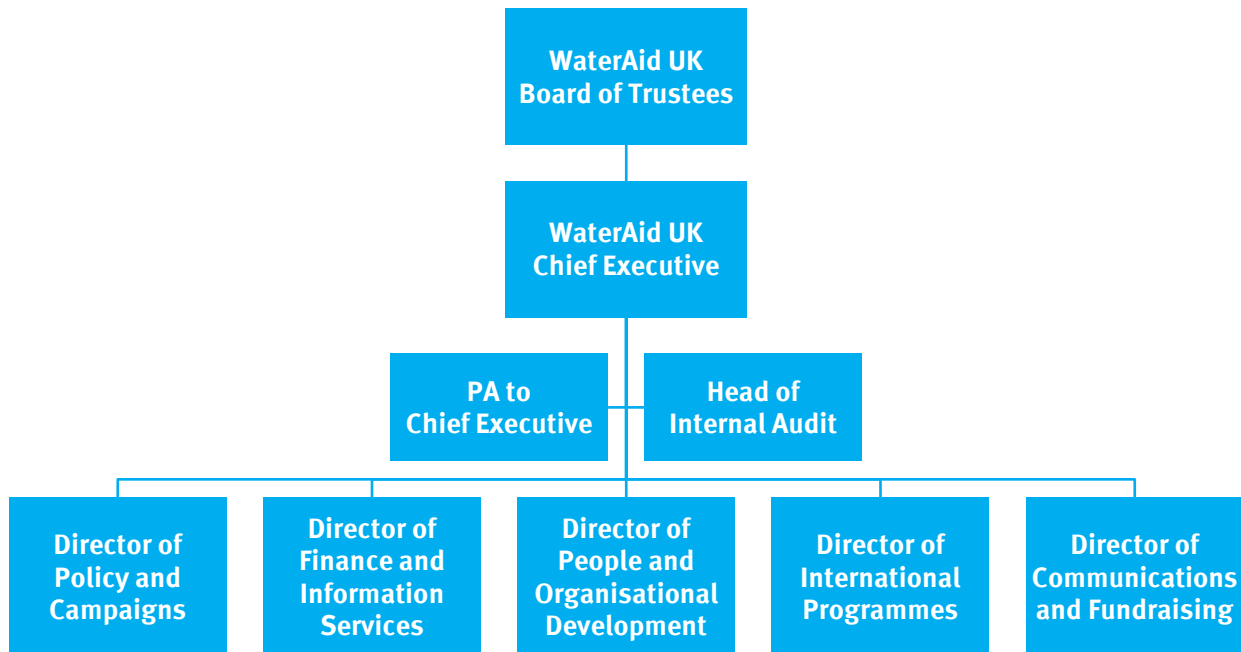
- Coordinate the delivery and review of our Global Strategy.
- Facilitate collective global decision-making, coordination and shared standards between WaterAid member countries.
- Support planned growth and open the way for more WaterAid member countries.
- License the WaterAid name and marks.

WaterAid member organisations collaborate globally and work together to deliver our Global Strategy. The WaterAid UK Directors lead on ensuring global alignment and collaboration across the federation in their own areas of specialism.



Chief Executive

The Chief Executive of WaterAid UK reports to the WaterAid UK Board of Trustees. Five department Directors – International Programmes, People and Organisational Development, Communications and Fundraising, Policy and Campaigns, and Finance and Information Services – report directly to the Chief Executive. Also reporting to the Chief Executive is the Head of Internal Audit and a Personal Assistant.



The role

Reporting to our Board of Trustees, the role of the Chief Executive is to provide inspiration, leadership and drive to enable WaterAid to achieve maximum impact in achieving its mission.

Key accountabilities

- Work closely with the UK Board and with member organisations across the federation to ensure that WaterAid has clear, ambitious and integrated strategic aims and plans.
- Lead the implementation and measurement of WaterAid UK's contribution to the Global Strategy, ensuring ambitious plans are supported by sustainable income.
- Lead a high performing executive Directors team, developing individuals and ensuring strong teamwork that enhances organisational effectiveness. Provide inspiring, visible and empowering leadership to the wider organisation.
- Build existing and new relationships with WaterAid stakeholders, including supporters, volunteers and a range of different partner organisations.



- Build strong working relationships with the Chief Executives of all WaterAid member organisations (as part of the Global Executive), working together to ensure consistency of strategy and policy across the federation so that the whole is greater than the sum of its parts.
- Be a compelling ambassador for WaterAid on the domestic and international stage, influencing policy-makers and opinion-formers, and building public support and funding. Ensure a strong and positive organisational profile is maintained and enhanced.
- Ensure that the organisation is compliant with legal requirements and obligations to staff, trustees, funders and governments.
- Ensure effective financial management, including strong financial and other management systems, accountability and transparency.
- Work with the Chair to ensure sound governance arrangements that deliver our strategy through efficient and effective use of funds within a strong risk and opportunity management framework.
- Champion WaterAid's values and cultivate energy and excitement for WaterAid's role in achieving water, sanitation and hygiene for everyone everywhere by 2030.

Person specification

- An inspirational leader with strong strategic vision, intellectual acuity and analytical ability combined with the energy, drive and creativity to maximise WaterAid's impact.
- A passion for WaterAid's mission, a commitment to WaterAid's values, and a leadership approach that reflects these values and focuses the organisation on its mission.
- Substantial experience and a successful track record of leading large, geographically dispersed teams to deliver ambitious strategies and goals.
- A track record of building high-performing teams, with a leadership style that gets the best out of others through both empowering and holding to account.
- Experience at a senior level relevant to working within the international development sector.
- Excellent judgement, including in balancing short and long-term priorities, focusing on key issues and identifying and managing both opportunities and risks. An effective decision-maker with the confidence to innovate and drive through new approaches.
- A strong appreciation of, and sensitivity to, the differing cultural contexts in which WaterAid works and a leader in promoting and valuing diversity.
- Experience of working with Boards and an understanding of the role of the Chief Executive in ensuring effective governance.
- Highly proactive and effective at building external relationships and partnerships, including across geographical boundaries.
- Highly credible. An excellent networker, communicator and effective influencer with a high level of emotional intelligence.
- Experience of leading and building effective working relationships in a federated or other complex stakeholder structure combined with a track record of making decisions for the benefit of the whole.
- Articulate, with outstanding presentation and communication skills that create impact to inspire internally and to represent externally at the highest levels.
- Strong financial acumen and management skills.
- Experience of living and working in Africa or South Asia is highly desirable.
- Fluency in spoken and written English is essential and fluency in either French or Portuguese is highly desirable.
- Willingness to travel extensively.

Terms of appointment

The role is based in London with regular international travel. The salary is competitive and commensurate with the seniority of the post.

Appointment process and how to apply

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

Candidates should apply for this role through Saxton Bampfylde's website at **www.saxbam.com/jobs** using the reference UWAD.

Click on the '**apply**' button and follow the instructions to upload an up-to-date CV and covering letter of application, and complete the application and equal opportunities monitoring* form.

If you are unable to apply through the website, please email **belinda.beck@saxbam.com** quoting reference UWAD.

The closing date for applications is 9am on 17 October 2016.

**The equal opportunities monitoring form will not be shared with anyone involved in assessing your application.*

WaterAid registered charity numbers 288701 (England and Wales) and SC039479 (Scotland)



