

Interim CEO – a new role with It Takes a City



It Takes a City's vision is to end rough sleeping in Cambridge due to homelessness, making sure everyone has somewhere to call home, with the support they need. Our aim is not to deliver services, but to convene, clarify and coordinate, working with partners from across the community in new ways. Effective coordination and communication across a large number of partners – public, private and third sector – working on a number of projects is key. The COVID-19 pandemic has meant the potential for great strides towards our goal, and an even greater need for all to work together.

Since its inception Chris Jenkin has led *It Takes a City* as Executive Chair – combining operational and strategic leadership. The work has grown to include significant projects in operation and in development, and the staff team now numbers five people. Chris has expressed the desire to take a sabbatical rest from October to December 2022, which has led to the need to make a further appointment of an Interim CEO to provide operational cover during his absence. The Board will also appoint a Deputy Chair.

The Interim CEO's main role will be to provide supervision for all staff on behalf of the Board and take responsibility for day-to-day operational decisions.

The role will be part time, 1 day per week with a pro-rata salary based on a full-time rate of £40,000 per annum, reporting to the Deputy Chair. Due to the increased operational work of the charity during the winter, the role will continue beyond the Chair's sabbatical until the end of March 2023.

You will need a heart for the homeless but an ability to maintain appropriate boundaries. Some knowledge of cross-sector homeless services in Cambridge would be helpful. An ability to work in a wide ranging and complex public environment whilst maintaining a clear view of the goals will be key. An outline of the work of the charity can be found on our website www.ittakesacity.org.uk where you can also find summary of our activities throughout 2021-22.

To apply for the role please send your CV with a one-page letter clearly demonstrating how you meet the criteria for the role and send it to chris@ittakesacity.org.uk. Two references, including one from a previous employer, will be required for external appointments.

The closing date for applications is Friday 29th July. Interviews will take place week commencing 15th August. A detailed Job Description will be sent in advance of the interviews. We anticipate a start date during the week of 19th September.