

BRITISH CHAMBERS OF COMMERCE

# PRESIDENT RECRUITMENT 2022

## INTRODUCTORY LETTER

To Whom It May Concern,

We are beginning the process to identify candidates interested in becoming the next President of the British Chambers of Commerce (BCC).

Our current President, Baroness Ruby McGregor-Smith CBE will conclude her role at the BCC AGM in October 2022.

We are now formally requesting applications and recommendations of eligible candidates for appointment to the role of BCC President from across our Chamber Network and beyond.

This is a major opportunity to become a campaigning voice and a high-profile spokesperson for one of the United Kingdom's most respected and influential business brands.

Please see further information about the BCC below and additional guidance on the position including:

- The role description for BCC President;
- How to submit an application;
- What happens after receipt of an application; and
- Timetable.

If you or an interested candidate would like to make a confidential inquiry about the above or if you have any queries, please email [nominations@britishchambers.org.uk](mailto:nominations@britishchambers.org.uk).

We look forward to hearing from you.

Best wishes,



**Sarah Howard MBE**

**Chair, British Chambers of Commerce**



## ROLE DESCRIPTION - BCC PRESIDENT

### OVERVIEW

The British Chambers of Commerce sits at the heart of a unique network of businesses across the UK and around the world.

The 53 Accredited Chambers which make up our UK network are trusted champions of businesses, places, and global trade. Together, we represent tens of thousands of businesses of all shapes and sizes, which employ almost six million people across the UK.

We also have a powerful international Network with over 70 British Chambers of Commerce and business groups located in every continent of the world and directly linked to UK-based Chambers of Commerce.

Working together, we help firms of all sizes to achieve more. We believe it's our relationships with others that lead us to achieve goals beyond those we could ever achieve alone. We're the only organisation that helps British businesses to build relationships on every level, in every region and nation of the UK, as well as around the world.

Our network exists to support and connect companies, bringing together firms to build new relationships, share best practice, foster new opportunities, and provide practical support to help member businesses trade locally, nationally and globally. Because we sit at the heart of local business communities in every part of the UK, we are uniquely placed to help businesses of every size and sector to thrive. This includes the active role Chambers, and their members undertake to improve the local business environment and communities in which they work.

Accredited Chambers of Commerce also provide a respected voice to the business communities they represent, ensuring their priorities and concerns are heard in the corridors of power. Our opinions are regularly sought by policymakers and parliamentarians, and we've been helping to shape the UK's business agenda for more than 150 years.



***"It's been an absolute privilege to serve as President of the British Chambers of Commerce. I have seen first-hand the importance of the British Chambers of Commerce and the Chamber Network during an incredibly difficult two years for business.***

***The work we do makes a real difference to firms across the country. Our ability to rapidly represent the views of tens of thousands of UK businesses means our voice is well respected and sought after by key decision-makers in government and beyond. I am delighted with the role I have played in building a better future for business.***

***Supported by a new President, the continued strength of the BCC and the Chamber Network will be crucial as we rebuild our economy"***

Baroness Ruby McGregor-Smith CBE  
*Outgoing BCC President*

## BRITISH CHAMBERS OF COMMERCE: PRESIDENT

This is a major opportunity to become a campaigning voice and a high-profile spokesperson for the British Chambers of Commerce (BCC), one of the United Kingdom's most respected and influential business brands.

In the role of BCC President, you would:

- work closely with the BCC's Director General and the BCC Executive team representing 53 UK and over 70 international British Chambers of Commerce and business groups located in every continent of the world.
- chair the BCC's National Assembly and play an active part in Regional Assemblies.
- engage regularly with and represent the organisation at the highest levels of UK government and business, as well as global platforms.
- act as a senior media spokesperson for the organisation.
- provide policy input and insight to the work of the BCC.
- speak at a number of events across the UK.

The officeholder must be either a representative of a Chamber Member or can demonstrate active involvement in a Member (i.e. Chamber) at any time during the 12 months prior to such election.

UK businesspeople from any size or sector of business, can be nominated provided that they meet the requirements above. As the BCC wishes to have a diverse and inclusive Board, representative of the Chamber business communities we serve, applications are welcomed from business leaders of all backgrounds.

## APPOINTMENT

Nomination by BCC Nominations Committee, recommendation by National Assembly and elected at BCC AGM.

- Status: Director of British Chambers of Commerce (the Company)
- Term of office: 1-year term (and up to two terms)
- Remuneration: Reimbursement of expenses incurred in connection with the performance of duties
- Accountable to: Board
- Responsible to: Board

## SUMMARY OF DUTIES

- Act as an ambassador of, and a spokesperson for BCC and its international network;
- Act as the chair of the National Assembly, company general meetings and host of other significant meetings;
- Where possible and practicable, attend meetings of the Regional Assemblies;
- Act as a Non-Executive Director; and
- Provide guidance to the Board on the policy and external presentation of BCC.

## PRINCIPAL REQUIREMENTS

- Acting as a spokesperson and champion for the BCC and the Chamber Network both in the UK and on a global stage.
- Represent the BCC Board and views of the BCC to Accredited Chambers, members, the wider business community, senior local and central Government and the media.
- Developing and improving our policies and services in collaboration with BCC Executive to ensure they reflect the sentiment of business communities.
- Provide an independent and objective perspective to the Board and make a positive contribution to the success and growth of the BCC. They will stand back from the day-to-day running of the business and will work with the Executive Team, as required, to facilitate the strategic decision-making process.
- Fulfil the responsibilities of Company Directors, and to ensure that the Company operates within the law.

## PERSON SPECIFICATION

- A record of high personal achievement in business.
- Has a global presence and network.
- Good public speaking ability and media engagement.
- Socially at ease, articulate, diplomatic, and politically astute.
- Adept and confident handling the media, Government and politicians of all parties.
- The ability to master complex briefs and argue a case coherently.
- A passion for the role that Chambers play in promoting, championing and protecting the interests of UK business.
- A wide network of contacts which can be levered to support BCC and the Accredited Chambers.
- Absolute integrity both personal and professional.
- Be a member of an Accredited UK Chamber of Commerce.

## TIMING AND LOCATION OF BOARD MEETINGS, AND TIME COMMITMENT

- The Board normally meets five times a year. This includes one meeting to specifically discuss the future and rolling strategy of BCC.
- Meetings take place in London or virtually.
- The duration of each meeting is typically a half day. On the evening prior to or succeeding some Board meetings, there may be a dinner for Board members, with a structured discussion on topical issues and an occasional external speaker or guest.

## REMUNERATION AND EXPENSES

The BCC is a not-for-profit organization. The role of non-executive director is un-remunerated, although all reasonable expenses are refunded, including all direct and indirect expenses, accommodation and travelling expenses, reasonably and properly incurred and documented.

## OUTSIDE INTERESTS INCLUDING DIRECTORSHIPS

It is accepted and acknowledged that directors may have business interests other than those of the BCC and new directors would advise the Company Secretary as soon as possible to arrange that interests as a shareholder, director, officer or trustee relevant to this appointment are registered. The interests register is reviewed annually, and directors would be expected to keep the BCC informed of any changes to interests. Any director is, while holding office, at liberty to accept other board appointments so long as the appointment is not in conflict with the BCC's business and does not materially interfere with their performance as a director of the BCC.

## INDUCTION AND DEVELOPMENT PROCESSES

As soon as is practicable, following appointment, the BCC will provide an induction programme aimed at broadening new directors understanding of the BCC. All directors are expected to remain up to date on how to best discharge their responsibilities as directors of the BCC.

## AVAILABILITY OF LIABILITY INSURANCE

The BCC provides all its directors with, and pays the premiums for, indemnity and insurance cover while acting in their capacities as directors.

## CONFIDENTIALITY

All information acquired during a Board appointment is confidential to the BCC and would not be disclosed either during or following appointment to third parties, except as permitted by law or with prior written permission from the Chair.

## HOW TO SUBMIT AN APPLICATION

Please submit your application, in the form of a covering letter and a CV, by Thursday 2 June to [\*\*nominations@britishchambers.org.uk\*\*](mailto:nominations@britishchambers.org.uk).

## WHAT HAPPENS AFTER RECEIPT OF AN APPLICATION

Applications for the role of BCC President will be considered by the Nominations Committee and suitable candidates will subsequently be invited to interview. The Nominations Committee will then make a recommendation to the National Assembly. Appointment of the Assembly's chosen candidate will be subject to a formal vote at the Annual General Meeting.

If you or an interested candidate would like to make a confidential inquiry with regard to the above, please email [\*\*nominations@britishchambers.org.uk\*\*](mailto:nominations@britishchambers.org.uk).

## TIMETABLE

<b>2 June 2022</b>	<b>Closing date for initial applications</b>
<b>w/c 27 June 2022</b>	Anticipate Nominations Committee interviews
<b>12 October 2022</b>	National Assembly recommendation for appointment of President. AGM approves all board nominations and Presidential Recommendation.