

PREGNANT THEN SCREWED



CEO Pack

Hello!

We are delighted that you are interested in becoming Pregnant Then Screwed's new Chief Executive.

Pregnant Then Screwed was founded by Joeli Brearley on International Women's Day in 2015 after her own experience of pregnancy and maternity discrimination. It is now a small but high impact charity with 12 members of staff (almost 10 full-time equivalent), 119 volunteers, an online community of over 420k and an increasingly global reputation.

Our vision is for a society where care is valued and in which pregnant women and mothers in all their diversity are enabled to fulfil their potential; creating a stronger, happier, better future for us all.

PTS has built a powerful movement of UK working mothers with young children. We maintain a deep connection with our beneficiaries by:

- Providing advice and support to mothers of young children, boosting their confidence and wellbeing, equipping them to challenge workplace discrimination, and assisting them in finding work arrangements that suit them.
- Conducting impactful research to educate and inform, leading crucial discussions.
- Advocating for change, shedding light on the unique challenges faced by working mothers, and challenging societal stereotypes.

We are seeking an influential and visionary Chief Executive Officer to lead Pregnant Then Screwed, a high-impact charity dedicated to championing the rights of pregnant women and mothers in the workforce.

In return we offer a small, talented and committed staff team, 34 days annual leave, including statutory bank holidays, paid leave between Christmas Day and New Year's Day, and 2 paid "Wellbeing Days". These are days that can be booked off with no notice and no questions asked.

It is an exhilarating time to join us to take PTS to the next level. We really look forward to hearing from you.

Yours Sincerely

Sam Smethers



What's Involved

PTS Chief Executive £70-80k pa full-time 35 hours pw

Home-based and flexible:

Whilst we believe this is a full time role we are open to considering all flexible working options including co-leadership models and condensed or flexible hours

Reports to: the Chair

Job description

Purpose: As Chief Executive, you will provide both external and internal-facing leadership for the charity. You will drive our campaigning and influencing work. You will lead with a commitment to inclusivity, equity, and collaboration. You'll work closely with the Senior Leadership Team, Board, staff, volunteers, and the communities we serve, ensuring our work remains grounded in our values and responsive to the needs of those we support.

Leadership and strategy

Provide strong values-based strategic leadership.

Provide operational leadership and be the charity's primary spokesperson.

Build a diverse range of strategic partnerships and relationships with relevant organisations and individuals to promote PTS's strategy and to grow the charity's impact.

Collaborate with the Board of Trustees to develop and implement the charity's strategic plan.

Organisation and culture

Set an inclusive culture for the organisation, ensuring that all staff and volunteers feel supported and heard and can perform strongly for the charity.

Lead, support and motivate the staff to ensure their commitment to PTS vision and mission.

Work with the Director of Operations to ensure the smooth running of the charity and ensure the structure, systems and processes are fit for purpose and operating effectively.

Ensure all funded projects are managed effectively and delivered on time and on budget.



Governance

Ensure that PTS fulfils all our legal and statutory responsibilities, and we meet all our reporting requirements.

Ensure open communication with the Board and wider community, making our work and impact clear and accountable.

Campaigning and advocacy

Work with the Head of Campaigns and our Head of Policy and Campaigns in Scotland to maximise PTS' influence and campaigning impact.

Drive PTS's campaigning and external profile.

Support services

Work with the Head of Support Services to develop and implement a sustainable service delivery model.

Ensure PTS's support services' work contributes to our campaigning and advocacy and vice versa.

Note this job description is not exhaustive. The postholder may be required to take on additional responsibilities that are within scope of the role.



Is this you?

Person specification

Experience	Essential	Desirable
Previous experience at Chief Executive or senior leadership level	X	
Experience of developing strategy and then operationalising it	X	
A track record of delivering impactful campaigning and advocacy	X	
Experience of influencing at a senior level in government and/or with employers	X	
Experience of remote working and building, leading and motivating a team of staff and volunteers	X	
Experience of a small organisation or start-up		X
A track record of fundraising from either trusts and foundations, corporate funders, individual giving or community fundraising	X	
Experience of managing budgets and an understanding of the financial reporting requirements and constraints that small charities face	X	
Experience of charity governance and an understanding of how to work with the board		X
Experience of risk management	X	
Experience of coalition building and working with a wide range of stakeholders	X	
Experience of effectively using social media in a professional or campaigning role	X	
Experience of working in the women's or social justice sectors		X



Knowledge		
A strong understanding of the Pregnant Then Screwed policy agenda	X	
A confident media performer, skilled public speaker and communicator	X	
An understanding of what is required to manage and run a volunteer-delivered advice service		X
An understanding of how to run a membership organisation		X
Lived experience of pregnancy or maternity discrimination or juggling paid work and parenthood		X

Personal qualities		
Demonstrable commitment to and knowledge of equality, diversity and inclusion	X	
A team player and collaborator	X	
A caring, empathetic values-driven leader who can lead by example to create a safe, inclusive and engaging culture	X	
Strong leadership qualities with a creative, can-do approach	X	
A readiness to work in a flexible, agile way	X	
An ability to work at pace and thrive in a high-pressured environment while remaining calm under pressure	X	



Our Principles

- “ We want radical change: Constantly striving for an overhaul of the way we live and work - we don't believe small tweaks work. We will work with politicians, employers, collaborators and the public to achieve this.
- “ We translate complexity and make it simple: Ensuring our beneficiaries understand complex legal language, policy, data, research and legislation that could impact them both positively and negatively
- “ The lived experience of the people we support provides insight and informs everything we do: Leaving ourselves room to be reactive to issues, opportunities and campaigns as they arise is critical. Our experience and expertise ensure we can identify important campaigns and projects.
- “ We create and nurture a deep and strong connection with our beneficiaries/community: Not only providing our beneficiaries but ensuring we include them in every element of our work. Ensuring PTS feels like a friend and confidant, and makes our beneficiaries feel as though they are part of the team. Talking to our beneficiaries as we would talk to a friend.
- “ To be the voice of working mothers we need to listen, always: Being willing to adapt and iterate based on feedback from our beneficiaries, and we always listen no matter how uncomfortable it may be. We don't think we always know best!
- “ We will challenge and be provocative to create change: Not being afraid to show our anger. We believe anger is a mechanism for change. We will, on occasion, campaign on and talk about the issues that others are too nervous to discuss.



Core Activities

1. Free advice line giving pregnant women and parents advice and answers on questions related to parenthood and work, including: Redundancy, flexible working, leave and pay queries staffed by CIPD level 5 HR professionals, and open Mon-Fri. The line supported over 5,000 last year.
2. A legal referral service providing women with pro-bono legal advice. They advise on cases where discrimination is evident, the woman feels as though they are being pushed out of their job, they are appealing a redundancy or may need support when settling an agreement.
3. Events which help mothers and pregnant women rebuild confidence and find work that works for them.
4. Campaigning for changes to legislation which reduce the gender pay gap and improve workplace equality for pregnant women and mothers.
5. Changing public attitudes through mainstream press and social media.
6. Developing research on issues related to the motherhood penalty - including data collection and case study documentation.



How To Apply

HOW TO APPLY:

To apply to become CEO at Pregnant Then Screwed, please upload the following documents to our website:

- Your CV, drawing out relevant experience for the role.
- Your response to the following questions:
 - What makes you a particularly strong candidate for the role of PTS Chief Executive? (500 words).
 - What do you see as the key and challenges in our policy agenda and what campaigning and influencing experience would you bring to these to help us increase our impact? (300 words)
 - Tell us about your experience of growing income for an organisation and how you could help us to increase our income further. (300 words)

Please ensure that you have included a telephone number, as well as any dates when you will not be available or might have difficulty with the recruitment timetable.

If you wish to apply using an alternative format please contact Prospectus on 020 7691 1920 or email executive.admin@prospect-us.co.uk Please also notify us if you require a postal application.

Applications via the Prospectus website should be made at:

<https://jobs.prospect-us.co.uk/jobs/189992-ceo/>

At Prospectus we believe passionately that a truly inclusive workplace leads to increased social impact. We are committed to supporting our clients build more inclusive teams. To understand how we are performing, we ask that you kindly complete the brief equal opportunities questionnaire when you submit your application via our website. Please be assured that your responses are kept confidential, separate from your candidate record, are not part of any application you make, and that the consultants never see individual responses to the questionnaire.



Recruitment Timetable

Deadline for applications: Sunday 15th December 2024

First Round Interviews (online): w/c 6th January 2025

Final Interviews and Stakeholder Engagement: w/c 20th January

Queries

If you have any further queries, please contact us at pts-ceo@prospect-us.co.uk with a copy of your CV or LinkedIn profile.

