



BFI CHAIR

ROLE AND PERSON SPECIFICATION

BFI Chair

The screen sectors promote the UK's cultural capital and values around the world, encourage greater understanding and sense of community across the UK, and are of huge economic importance. The sectors employ over 137,000 people, attract more than £3bn of investment and were worth £7.9bn in GVA in 2016. The BFI sits at the heart of this economic and cultural success story, having both a leading industrial role and a continued focus on the cultural and societal impact of the screen sectors, including being one of the UK's national collections and a programme operator in its own right. However, this is a moment of unprecedented change and challenge for the organisation, and the wider sector, particularly in managing the impact of Covid-19.

This role is therefore an extraordinary opportunity for an individual who is passionate about the success of the BFI and the wider British film/screen industry, and who has a track record of board leadership, to support the next chapter of British film and the continued success of the screen sectors. The selected Board Chair will be expected to work alongside the recently appointed CEO in shaping and delivering an emerging vision for the sectors' recovery from Covid-19, and long-term success thereafter. To do so, the selected Board Chair must have achieved leadership stature in the film industry, business, a major charitable or cultural institution, or government.

The BFI is the UK's lead organisation for film, television and the moving image

Founded in 1933, the BFI is a registered cultural and education charity governed by Royal Charter that:

- Curates and presents the greatest international public programme of World Cinema for audiences; in cinemas, at festivals and online;

- Cares for the BFI National Archive – the most significant film and television archive in the world;
- Actively seeks out, nurtures, educates and supports the next generation of filmmakers;
- Works with Government and industry to make the UK the most creatively exciting and prosperous place to make film internationally.
- Acts as the distributor of National Lottery funds for film.

Looking ahead, the BFI is now over half way through *BFI2022*, its five-year plan to shape the next chapter for film, television, animation and the moving image, embracing the fast-evolving technological creative arena and post-EU exit world. The *BFI2022* strategy is arranged in four sections:

- Future audiences
- Future learning and skills
- Future talent
- Leadership

It is also underpinned by a wider interpretation of “film” to embrace new forms, a sustained commitment to diversity and inclusion, and a focus on creating more opportunity for everyone across the UK.

In carrying out its duties, the BFI undertakes to:

- Consider the views of the industry, its audiences and partners;
- Be efficient, effective and accessible;
- Be honest, open and accountable for its actions;
- Provide clear and appropriate information, guidance and feedback;
- Share and learn best practice.

The Role

Leadership

- Providing leadership to the BFI and its Board, ensuring that it has the maximum impact possible and supporting the Chief Executive to deliver the aims and objectives of the BFI;

- Providing leadership to the organisation as it develops its remit, and particularly during a period of change caused by the COVID-19 outbreak and the UK's departure from the EU.
- Supporting the Board and Executive to formulate a vision for the BFI and deliver against this;
- Ensuring that Board members fulfil their duties and responsibilities for the effective governance of the BFI;
- Ensuring that the Board operates within its charitable objectives, and provides a clear strategic, economic, and cultural direction for the BFI;
- As Chair, approving the BFI's annual budget and material business decisions; being informed of, and meeting all, legal and fiduciary responsibilities; and,
- Reviewing outcomes and key performance indicators created by the BFI for evaluating its impact, and regularly measuring its performance and effectiveness using those indicators.

External Relations

- Acting as an ambassador for the organisation;
- Maintaining close relationships with the Government and with key influencers;
- Developing, managing and nurturing relationships and communicating with partners and other stakeholders, both across the UK and internationally.

Fundraising

- In collaboration with the Chief Executive, generating substantial annual revenue and fostering the BFI's overall financial health;
- Ensuring that all of the BFI's Board members are fully involved in fundraising activity;
- Identifying and stewarding major individual donors, corporate, and/or foundation gifts.

Governance

- Ensure that any statutory or administrative requirements for the use of public funds are complied with, that all expenditure is in accordance with Treasury rules for the management of public money and that the BFI maintains high standards of corporate governance at all times;
- Ensuring that the governance arrangements are working in the most effective way for the BFI and the Department for Digital, Culture, Media and Sport (DCMS);
- Assisting DCMS with the recruitment of Board members through the OCPA regulated process;
- Supporting and developing BFI Board members and assessment of their performance through annual appraisals;
- Planning, presiding over, and facilitating Board and committee meetings;

- Championing the BFI's commitment to Diversity and Inclusion, and its reach to all regions of the United Kingdom.

Relationship with the Chief Executive

- Building a strong, effective and supportive working relationship with the Chief Executive, ensuring they are held to account for achieving agreed strategic objectives;
- Liaising with the Chief Executive to maintain an overview of the BFI's affairs, providing support as necessary;
- Conducting an annual appraisal and remuneration review for the Chief Executive as Chair of the Remuneration Committee.

The Person Specification

The Chair must meet the following requirements:

- Professional experience and accomplishments in the film/screen industry, business, major cultural or charitable institutions, or government;
- A commitment to and understanding of the BFI's partners and mission. This will include supporting the work of the *BFI2022* five-year plan and looking forward to the next chapter;
- The ability to lead a Board of Governors and support the leadership of a high-profile organisation by providing strategic guidance and effective challenge;
- An outstanding board-level track record at a senior level, including partnership working and the management of organisations through periods of change;
- An ability to understand and oversee compliance of public sector spending principles;
- Ability to build credibility with potential philanthropists and sponsors;
- Excellent diplomatic skills and an affinity for cultivating relationships and persuading, convening, facilitating, and building consensus among diverse individuals;
- The ability to be an effective public ambassador for BFI;
- Personal qualities of integrity and credibility, and a passion for film, television and the moving image.

In addition, for those currently employed in the industry, candidates will need to be clear about any potential conflicts of interest between this role and their other professional activities and be able to propose ways to manage conflicts should they arise.

Service on the BFI Board is without remuneration, except for administrative support, travel, and accommodation costs in relation to Board members' duties.

Time Commitment

The Chair will be expected to be available for up to two days per month, and as required in consultation with the CEO.

The ideal candidate will also be able to operate with flexibility and responsiveness when required, as occasionally decisions will be needed with tight timescales (especially when external to the BFI).

How to apply

To apply, please send:

- a CV;
- a supporting statement of not more than **three** sides of A4, **providing examples and** setting out how you meet the criteria; and,
- the two Monitoring Forms concerning your personal information and political activity, and the Declaration of Interests Form.

Completed applications should be emailed to: publicappointments@dcms.gov.uk.

Please put 'BFI Chair' in the Subject line.

If you have any questions about the appointment process please contact the DCMS Public Appointments Team at publicappointments@dcms.gov.uk.

We aim to process all applications as quickly as possible and to treat all applicants with courtesy. If you have any complaints about the way your application has been handled, please contact publicappointments@dcms.gov.uk.

This process is regulated by the Office of the Commissioner for Public Appointments' (OCPA's) Code of Practice. All applicants are expected to have adhered to the [Seven Principles of Public Life](#).

Due Diligence:

The DCMS Public Appointments Team will conduct due diligence on all shortlisted candidates.