



Multicultural Cumbria

Chief Executive Officer

About Multicultural Cumbria

MCC exists to enable, engage and empower diasporas to create a truly multicultural county; to break down barriers and promote cultures by sharing our similarities and celebrating our differences. This promotes a strong sense of identity for diasporas to make a positive contribution to Cumbria and its cultural diversity.

We deliver four programme areas; Social, Education, Culture, Health; to share our similarities and celebrate our differences. Our vision is to be a leader in our sector by working collaboratively with partners and organisations that share our values of embracing multicultural integration and community cohesion. We focus on the needs of our ethnically diverse communities to enable them to develop a sense of belonging and ownership of their heritage and culture.

Job Brief

Multicultural Cumbria requires a dynamic and seasoned leader who will spearhead the organisation's goals and objectives. Accountable to the board of trustees and the broader organisation, the CEO will oversee the day-to-day management and execution of MCC's objectives. To succeed in this role, the CEO must possess previous management experience and a proven track record of building and nurturing successful community-based organisations.

Fundraising expertise within the Cultural and Third Sector is crucial, along with the ability to establish and manage partnerships with various organisations and individuals. As CEO, you must be a compelling communicator, capable of effectively conveying values and beliefs that align with your dedication to developing and steering Multicultural Cumbria's vision.

Given the nature of the role, a flexible approach is vital as working hours will vary based on the organisation's needs, ongoing projects, events, and developments.

Overall, the CEO of Multicultural Cumbria holds a pivotal position, responsible for shaping the organisation's trajectory and driving it towards success. With your leadership and strategic capabilities, you will contribute to the growth and impact of MCC, ensuring its mission to foster diversity and inclusivity in the community is effectively realised.



Multicultural Cumbria

Job Description

Responsible to: Chair and Board of Trustees

Responsibilities:

- Lead on the vision and strategy of Multicultural Cumbria and encourage, motivate, support and inspire trustees, staff and volunteers.
- Write, implement, monitor and update the strategic plan.
- Ensure Trustees are kept up to date on all business matters and support them in their roles and responsibilities.
- Ensure that the charity is operating in a manner, and on a scale, that is financially sustainable in the medium to long term and has effective systems for contracts, awards and other funding, in keeping with funder requirements and restrictions.
- Ensure all operations are within Charity Commission regulations, including the submission of the Annual Return.
- Regularly review the risks faced by the organisation, taking the relevant actions and oversee the management of premises and other assets.
- Advise and recommend actions to the Board on issues related to strategy, policy, service management and development, best practice, financial management, HR and H&S issues.
- Ensure that Multicultural Cumbria maintains a high public profile and good reputation by raising awareness of multicultural issues and campaigning for the elimination of disparities and inequalities within the diaspora communities.
- Identify opportunities for and deliver on income generation through fundraising, grant funding, commissions, contracts, products and services.
- Strategic oversight of financial budgets, reports and monitoring with the assistance of the Finance Manager Identify, maintain and develop partnerships with public, private, voluntary and community sector organisations.
- Any other tasks that are asked of you by the Trustees in keeping with the organisation's aims and objectives.



Multicultural Cumbria

Person Specification

Essential Skills, Knowledge and Experience:

- Experience in a management role and a proven track record of building and developing a successful community-based organisation.
- Proven people and team management skills.
- Significant experience in networking, establishing and managing partnerships.
- A flexible approach is essential as working hours will depend on the needs of the organisation and will include some weekend and evening working.
- Some experience in working with people whose first language is not English.
- Excels in delivering events with diaspora and community volunteers and organisations.
- Significant experience of connecting and working with related professional sectors such as health, local authorities, local businesses and social enterprises.
- A broad knowledge or lived experience of barriers faced by diaspora communities in Cumbria, and an understanding of sensitivities, cultures, heritages and identities, beliefs and ways of life.
- Experience in advocating and raising awareness of race and cultural diversity in Cumbria.
- Positive relationships with the local media
- Proven track record of successful fundraising within the Voluntary, Charity or Arts and Cultural sectors.
- Excellent verbal and written communication skills, especially in writing funding proposals, applications and reports.
- Experienced and enigmatic public speaker
- Experience of managing budgets.

Essential Skills, Knowledge and Experience:

- Ability to speak in additional languages.
- Ability to establish rapport with a wide range of individuals, community groups and organisations over a sustained period of time, such as, young people, women, socially isolated or hard to reach groups.



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Personal Attributes, Behaviours and Attitudes:

- A confident, persuasive and concise communicator; able to articulate values and beliefs.
- Plans ahead to ensure agreed deadlines are met and embraces the challenge of managing multiple priorities.
- A creative problem solver, comfortable in addressing difficult issues, thinking strategically and able to take responsibility for actions.
- Dedicated, entrepreneurial, ambitious, passionate, loyal and always supportive of others in all aspects of life and work.
- Passionate about promoting and driving a culture of positive health and wellbeing within the organisation.



Multicultural Cumbria

Place of Work

MCC's office, remote working, and project/event locations around Cumbria.

Tel: 0300 30 20 924

Email: admin@multiculturalcumbria.org.uk

Web: www.multiculturalcumbria.org.uk

Hours of Work

Negotiable, depending on programme of work - flexibility is essential and some evening and weekend working will be required.

Total of 37.5 hours per week

Rate of Pay

Salary £32,100 - £41,925 per annum - depending on experience and proven performance.

How to Apply

Complete the attached application form (requires Google sign-in and CV submission).

https://docs.google.com/forms/d/e/1FAIpQLSdegfyG8HbHWHB8lxSewygsI6buFqsGiLzJqPG7_qglzu0jmA/viewform?usp=pp_url

Please note this role is subject to an enhanced DBS check

For further information email: admin@multiculturalcumbria.org.uk

Closing Date

Applications must be submitted by 9am on 2nd October 2023.