
Appointment of

Chief Executive Officer

November 2024 | RBRHA

HOWDEN
Foundation

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Who are we?

Established in 2014, the [Howden Foundation](#) is the corporate foundation of [Howden](#), one of the world's leading global insurance groups and the fifth largest employee-owned business in the UK.

Since inception, the Foundation has been deeply rooted in Howden's culture of giving back reflecting the longstanding commitment of both Howden, and its employees, to be a force for good.

The Howden Foundation benefits from generous support from Howden and its employees. A unique feature of the funding model is the allocation of shares from both Howden, and its employees, during Howden's annual share award schemes.

As a shareholder, this means that as Howden grows, so too does the Foundation's ability to support others. In just the last five years, the Foundation's assets have doubled in value to £20m and it expects to see this double again in the next couple of years. This substantial growth has already enabled the Foundation to donate over £6.5m to charitable causes and it is poised to scale this significantly over the coming years.

The Foundation is dedicated to addressing

complex and challenging issues. Over the past year, it has strengthened its commitment to tackling climate change, partnering with high quality organisations that share its vision of a world where everyone is resilient to climate change.

While the climate crisis affects everyone, its impacts are disproportionately felt by those who have contributed least towards it. In response, the Foundation has focused its efforts on the Global South, with a mission to equip those most exposed to climate change, especially extreme heat and drought, with the tools to prepare, adapt and recover.

Its ambition to unlock scalable solutions has become increasingly critical. The Foundation has doubled its financial commitments over the past year and has increased the non-financial support offered in partnership with its corporate donor, Howden.

Some examples of the Foundation's work include its collaboration with Climate Resilience for All and the Self-Employed Women's Association on the Women's Climate Shock Insurance and Livelihood

Initiative; a groundbreaking programme supporting women to prepare and recover from the devastating impacts of extreme heat in India. And its partnership with RedR UK, to deliver online training that will further equip climate responders in Somalia and Afghanistan with solutions to address severe drought.

Alongside its climate work, the Foundation proudly champions and supports the charitable giving of Howden employees through its People First Fund.

The People First ethos has been central to Howden since its founding in 1994. The Fund offers matched funding for employee donations and fundraising efforts and also supports the annual Howden Foundation Charity Awards; a highly anticipated occasion where employees nominate the charitable causes that matter most to them to receive a significant donation from the Foundation.

For more information on the Foundation, click [here](#).

For more information on Howden, click [here](#).

Our Vision, Our Mission

Our Vision: A world where everyone is resilient to the impacts of climate change.

Our Mission: To equip those most exposed to climate change, especially extreme heat and drought, with the tools to prepare, adapt and recover.

Our How: We seek solutions that effectively manage risk both now, and in the future, strengthening long-term resilience. We empower people to:

Prepare:

Solutions that mitigate the risks of extreme heat or drought before they occur including risk management, early warning systems and financially preparing for potential disasters.



Adapt:

Solutions that pioneer new and tried and tested approaches to cope with escalating extreme heat and drought including sustainable infrastructure and nature-based solutions.



Recover:

Solutions that provide financial security for vulnerable communities facing the effects of extreme heat and drought including insurance and other forms of pre-arranged finance.



Our people

Our Trustees



David Howden
Chair



Louise Cable-Alexander
Trustee



Mark Hudson
Trustee



Rebecca Scott
Trustee



Lucy Dormandy
Trustee



Heather Goodhew
Trustee



Anshu Mandal
Trustee



Louise Creasey
Trustee

Our Team



Clare Ballantine
Head of Howden
Foundation



Hannah Torkington
Partnerships Manager

The Foundation in numbers

As of 30th September 2024:



Over £6.5m

donated to charitable partners since becoming a shareholder in Howden



£400k

awarded in Howden employee matched funding in the last year



38

countries reached by our funding



Image by [Start Network](#)

What is the purpose of the role?

The Purpose of the role

This is an exciting time for the Howden Foundation. Driven by our ambitious Board, including our Chair David Howden, we are set on significantly expanding our operations and impact over the next five years.

Working closely with the existing team, we are looking for a dynamic leader who can bring our aspirations to life and lead us confidently towards our vision.

With a strong understanding of best practice in grant-making, our new CEO will leverage the skills and expertise available within the Foundation, and through our relationship with Howden, shaping and positioning us as a progressive foundation that is committed to catalysing positive change.

Our excellent Head of Foundation will be stepping into the COO role to support the new CEO as we accelerate progress on the foundation's strategy and external profile. With a talented Partnerships Manager in role too, the CEO will build on the great work done by our existing team of two.



Who we are looking for



About you

Building on our successes to date, you will join the Foundation's existing team at a pivotal time.

We are seeking an experienced and visionary leader to serve as the CEO of the Howden Foundation. With proven expertise in forming strategic partnerships, you will champion our work both externally and internally enhancing our strong working relationship with Howden and its employees.

Given the importance of stakeholder management, you must bring the ability to navigate senior-level discussions with diplomacy and adaptability.

Your strong track record in strategic leadership and passion for climate philanthropy will be essential. As a thought leader in climate adaptation and resilience, you will leverage your network and build meaningful partnerships to position the Foundation for greater impact. A solid background and established connections within the climate sector will be crucial.

As the majority of our funding goes to the Global South, we welcome candidates with lived experience of the region who have a deep understanding of the context in which our partners operate.

In this role, you will be responsible for delivering on our grant-making, governance, and communications strategies, while fostering a positive and inclusive culture within the Foundation.

Main activities and responsibilities

Leadership

- On behalf of the Board, achieve the greatest possible impact with our current annual budget of around £3.5m which is projected to increase.
- Overall accountability for the delivery of our grant-making, governance and communications strategies, working with the COO to monitor and deliver operational performance
- Lead the foundation team by example, inspiring confidence in and commitment to the future development of the organisation and creating a positive culture in which diversity, equity and inclusion are championed, and people are valued and supported
- Line manage the COO

Strategy & Grant Making

- Further develop and oversee our strategic plan, annual budget and activity plans to maximise impact
- Monitor and share insights on emerging trends in climate philanthropy particularly as it relates to climate adaptation and resilience
- Research and recommend areas for priority funding to the Trustee Board
- Convene experts and build connections across the climate adaptation and resilience sector to source high impact potential partners
- Build our reputation as a thought leader within the ecosystems in which we are active
- Liaise with relevant external bodies including international and national policy makers; research and funding bodies; academia, and other charitable funders in the same space and external stakeholders to maximise the benefits of the Foundation's work

Governance & Compliance

- Establish a strong working relationship with the Chair, Vice-Chair and Board
- Support the Trustee Board, from managing recruitment and induction of new Board members to coordinating and facilitating regular Board Meetings to gain approval for your recommendations
- Create excellent Board papers to facilitate informative discussions and high-quality decision making
- Responsible, with the COO, for ensuring the Foundation and team comply with Charity Commission regulations and reporting requirements, and other relevant regulatory guidance
- Operate in an honest, professional and ethical manner

Communications and Engagement

- Manage the funding relationship with our donor Howden, including influencing senior leaders across the business and overseeing the engagement of Howden colleagues to embed our work in the corporate parent
 - Drive the foundation's external profile and support Howden, with comms about the foundation
 - Prepare and deliver Foundation updates for Howden Board and General Leadership Team meetings (eight times per year)
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Image by [Start Network](#)

Terms of Appointment



What is the time commitment?

The role is permanent and 3+ days a week.

Where you will be based:

There is flexibility in the successful candidate's location, though there will be an expectation to be in the London office at least one day a week.

Other benefits:

- Private Medical Insurance – Employee only cover
- Pension – enrolled at contribution of 3% in which the foundation will contribute 6%, or you can increase your contribution to pay a minimum of 5% and the foundation will contribute 10%
- Life Assurance
- Income Protection
- 25 Days Annual leave (proportionally adjusted to reflect working hours)
- A range of lifestyle benefits including Cycle to Work, Car leasing, and Technology schemes

Process:

Interviews will take place in One Creechurch Place, London, EC3A 5AF in early January

Due diligence:

Due diligence will be carried out as part of the application process, which may include searches carried out via internet search engines and any public social media accounts.

How to apply



Candidates should apply for this role through our website at www.saxbam.com/appointments using code **RBRHA**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is **12pm on Friday 6 December**

Diversity and Inclusion

At Howden Foundation, we consider our people our key asset and as such we treat colleagues, candidates, and partners with equality, fairness, and respect – regardless of age, disability, race, religion or belief, gender, sexual orientation, marital status, or family circumstances.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

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