

Chief Executive Officer Recruitment Pack

**Active Gloucestershire -
Inspiring a more active, connected
and joyful Gloucestershire.**

**In this candidate information pack, you will find further
information on our search for a Chief Executive Officer together
with details on the application process with Moon Charity
Practice.**

Active Gloucestershire - Charity No. 1138546

Chair's Welcome

Dear Candidate,

Thank you for your interest in becoming the Chief Executive Officer of Active Gloucestershire. This is a special moment for us as we step into the next exciting chapter of our journey.

Our mission is bold and simple: to make movement a part of everyday life across Gloucestershire – helping people feel healthier, happier and more connected to one another.

We're looking for an inspiring leader who shares our passion for people, place and purpose. Someone who isn't afraid to be bold, who can spark energy, build meaningful relationships and help us create the conditions for lasting change.

If that sounds like you, we'd love to hear your story.

Warm regards,

Emma Owen
Chair of Trustees



About Active Gloucestershire

We're a charity and the Active Partnership for Gloucestershire. We believe movement is magic – it has the power to transform lives and bring communities closer together. We work with amazing partners from all sectors to inspire change, break down barriers and get more people moving.

Want to know more about who we are and what we do? Check us out online:

- About us: <https://www.activegloucestershire.org/about-us>
- We Can Move: <https://wecanmove.net>



Our Vision

**Everyone in
Gloucestershire living
healthy and happy lives.**

Our Values

Be Brave

The best way to know if something works?
Give it a go.

Be Curious and Listen Hard

Seek out stories and perspectives,
especially from those often unheard.

Stand Shoulder to Shoulder

Back each other, share ideas, and grow
together.

Go Where the Energy Is

Shine a light on strengths, celebrate the
positives, and challenge what holds us
back.

Build Relationships of Trust

Invest in people as much as in outcomes.

Why work with us

Salary: c£70,000 per annum

Contract: Permanent, full time (37.5 hours, with flexibility for part-time)

Location: City Works, Gloucester (with hybrid working)

What we offer:

- A flexible and hybrid working culture - because life happens outside of work too!
- Generous annual leave to recharge and enjoy life.
- Pension scheme to support your future.
- A genuine commitment to learning, growth and development.
- A friendly, values-led team that supports each other.
- A strong focus on wellbeing, inclusion and belonging.



There are so many reasons why I love working at Active Gloucestershire.

The flexible working is perfect to support my work/life balance but they also put staff wellbeing first.

I haven't felt this supported by any other organisation I have worked for.

Lizzie Homer
Head of Communications
and Marketing

About the Role: Chief Executive Officer

This is no ordinary leadership role. As CEO, you'll be the driving force behind our mission to help Gloucestershire move more. You'll inspire, connect and lead – from shaping strategy to forging partnerships, from nurturing culture to unlocking resources. You'll be our champion, our storyteller, and our connector-in-chief.

It's about people, passion and purpose – and making a difference that lasts.

Key Responsibilities

- Lead the development and delivery of our strategy with the Board and team.
- Be a passionate advocate for physical activity across Gloucestershire and beyond.
- Build trusted partnerships across health, education, local government and community sectors.
- Ensure good governance, safeguarding and risk management are always front and centre.
- Secure funding, diversify income and keep us financially resilient.
- Nurture, support and develop a motivated and inclusive team.
- Live our values and make sure they shine through everything we do.
- Represent us on the local, regional and national stage.

The Person We're Looking For

- Has led at senior level in charity, public or commercial sectors.
- Knows how to influence and build trust across systems and sectors.
- Brings strategic thinking, financial know-how and governance savvy.
- Is a natural communicator who inspires and connects.
- Is passionate about equity, inclusion and community-led change.
- Loves working with people – leading, developing and celebrating their success.
- Has an entrepreneurial spark and can spot opportunities to grow our impact

Our Commitment to Inclusion & Sustainability

We're proud to be building a team that reflects the communities we serve. Diversity makes us stronger, more creative and more effective. We actively welcome applicants from all backgrounds, experiences and perspectives.

We also know that looking after people means looking after our planet. We're working to put sustainability at the heart of what we do – from the way we travel to the way we use resources.

Find out more:

– Diversity and Inclusion Action Plan: <https://www.activegloucestershire.org/diversity-and-inclusion>



Recruitment Process

Managed by Moon Recruitment

We've partnered with Moon Charity Practice to make sure this process is fair, inclusive and straightforward.

How to apply

Send us your CV and covering letter, answering the key questions included on the page 'How to apply'. Moon Recruitment will then give you a call to chat through your application.

Closing date for applications: Midnight 11th September 2025

What happens next?

Applications will be reviewed on a rolling basis, and we will progress strong candidates to the client as they are received. Early expressions of interest are encouraged.

Once we receive your CV and supporting statement, we will arrange a Teams meeting with you prior to any decision to formally submit your details to Active Gloucestershire. This conversation will allow us to explore your motivations, answer any questions, and ensure alignment with the role and organisation.

Panel Interviews with Active Gloucestershire will be scheduled for Monday 29th September and will be held in person at City Works, Gloucestershire.

We anticipate that only one round of panel interviews will be required, though a second round may be arranged depending on the candidate pool.

NB: We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.

Accessibility

If you require this document in an alternative format, please call Moon Executive Search on 01275 371200 or email recruit@moonexecsearch.com

How to Apply

Moon Charity Practice has been appointed as chosen Search Partner for Active Gloucestershire and will manage the recruitment process.

NB: All direct applications will be forwarded to Moon Charity Practice

To apply, please send a copy of your latest CV together with a supporting statement (no more than 2 sides of A4) answering key questions in the job advert, detailing how your skills, knowledge and experience match the job outline and what you can additionally bring to the role.

Potential questions:

1. What is your proudest achievement as a leader and why?
2. When have you built a stakeholder relationship and what results did this bring?
3. What does inclusion mean to you?
4. How have you used KPIs to drive results?
5. What do you think are the three biggest challenges for Active Gloucestershire in the next five years?

To ensure fairness to all applicants, any decision to shortlist you for initial telephone screening will be based solely on the information that you supply on your CV and supporting statement. Therefore, it is important you give as much information as possible regarding why you wish to apply and what makes you a suitable applicant.

Active Gloucestershire and Moon Charity Practice are equal opportunities employers and welcome applications from all areas of society.

Completed applications should be sent by email FAO Vanessa Moon and Sandy Hinks quoting Ref MC2636 to: recruit@moonexecsearch.com

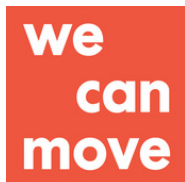
On behalf of Active Gloucestershire, Moon Charity Practice would like to thank you for your interest in their Chief Executive Officer role.



Any questions?

Contact Moon Charity Practice by email:

recruit@moonexecsearch.com



Active
Gloucestershire