

Role No: 1168

We are seeking an ambitious General Manager for ShareSoc, an active membership organisation which supports individuals who invest in the stock market.

ShareSoc is a not-for-profit organisation governed by a diligent Board of Directors. It has grown steadily over the last five years and is now looking to appoint a progressive Executive who will springboard the organisation to the next stage of its development.

The General Manager role is full-time with significant scope for professional development. He/she/they will have an important position in helping to significantly grow ShareSoc's membership base, modernise the organisation and manage ShareSoc's existing core staff of five. The successful candidate will benefit from a close working relationship with the highly experienced and diverse Board of Directors. This exciting role will suit an energetic, strategic and forward-thinking digital native, with proven experience in growing social networks and a membership base. A background in the not-for-profit or charity sector and/or experience in stock market or alternative investing will be an asset. Remuneration will be £40k per annum plus expenses, with the potential for a performance bonus after [12 to 18] months.

- ShareSoc is a not-for-profit organisation, created by investors for investors, with the aim of improving the investment experience for individual investors and to promote their interests wherever this is needed.
- We are very proud to enjoy the patronage of Lord Lee of Trafford, who is regarded as one of the UK's leading private investors and who shares our passion.
- With 15% of the UK market owned by individual shareholders, ShareSoc plays a key role through lobbying and campaigning, and through providing educational, networking and information services to individual investors across the UK.
- We protect the interests of individual investors and enable them to have their proper say as owners of the businesses in which they invest.
- We provide informative newsletters, digital news channels, company reports, educational events, networking opportunities and both online and physical events.
- ShareSoc has significantly raised its profile through active campaigns (Beaufort Securities, Sirius Minerals Plc and Woodford Funds) and has grown its membership by over 30% pa in recent years.
- The Board sees considerable potential to expand our membership and to extend the influence of the organisation.
- After having operated consistently for 11 years since its founding, ShareSoc is accelerating its development as a progressively diverse organisation with a strong social conscience and awareness of the digital landscape.

Objectives of this Role

- Help develop and spearhead the implementation of ShareSoc's strategic plan towards achieving a modernised approach to engaging a wider, more diverse membership population, including millennial and 'gen z' investors.
- ShareSoc's board has set ambitious (but realistic) targets for increasing our membership and income. The successful applicant will be expected to prepare and then successfully execute a business plan to achieve those targets. They will be able to use the full resources of the ShareSoc team and the deep knowledge of ShareSoc's board to assist them do so.
- Improve organisational effectiveness by reviewing, improving, and developing processes.
- Lead the executive team of five members of staff, establishing an energising and motivating work environment, and creating innovative approaches for expansion.
- Participate in the development and implementation of an operational framework to support the organisation's continued growth.
- Collaborate with the Board of Directors on a governance framework for ensuring the proper division and execution of executive and non-executive functions.
- Engage with the membership community as required.
- Uphold standards of excellence and quality.

Daily and Monthly Responsibilities

The General Manager will be involved in delivering the organisation's goals while increasing our Membership.

- Oversee day-to-day operations and assuring their completion.
- Maintain project timelines to ensure tasks are accomplished on time.
- Develop, implement, and maintain budgetary and resource allocation plans.
- Chair meetings of the Infrastructure Committee
- Take responsibility for elements of the Treasury function.
- Ensure compliance with ShareSoc's policies, procedures, standards, specifications, guidelines, training programs, and cultural values.

Skills Required

- Proven experience in a managerial role and of dealing with people at a senior level.
- Ability to motivate and lead people and hold employees accountable.
- Above-average communication, collaboration, and delegation skills.
- Proven ability to develop and maintain financial and marketing plans.
- Strong working knowledge of IT, technology infrastructure, digital and social media.
- Experience of growing a Membership Organisation would be beneficial.
- Working knowledge of human resources including performance evaluation experience.

Preferred Qualifications

- Bachelor's degree in business management or related field.

If you are interested in this role and meet the criteria outlined above, please send your CV to:

info@FirstFlightNonExec.com under role # 1168 or phone Wendy on 01797 270920 for more information.

Closing Date for Applications: Thursday 23rd December 2021