

Microsite Template Form

Whole site (all pages)

Client Logo name (appears top left):	Logo hyperlink:
SE logo cmyk	www.scottish-enterprise.com
Role recruiting for (appears in grey band):	
Chief Executive	
Copyright text (appears bottom right):	
© Scottish Enterprise 2017	
Any other specific instructions regarding design / font etc.:	
Images to be on rotation	

Page 1

Page Title / Tab name (e.g. Welcome):
Welcome
Image name (appears top right):
Person image name (appears below grey band top right):
Bob Keiller
Text for page:
<p>Welcome</p> <p>Thank you for your interest in the role of Chief Executive for Scottish Enterprise.</p> <p>Bob Keiller Chairman</p>
Video?:
Yes
Documentation?:
No
Hyperlinks?:

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No

Page 2

Page Title / Tab name (e.g. About):
About Scottish Enterprise
Image name (appears top right):
TBC
Text for page:
<p>About Scottish Enterprise</p> <p>Scottish Enterprise (SE) is Scotland’s national economic development agency, charged with helping to deliver a globally competitive and inclusive economy for Scotland. It plays a key role in delivering a strong and effective Enterprise and Skills system, working with partners through the recently established Strategic Board. Its work is guided by Scotland’s Economic Strategy and the organisation works with industries, businesses and public sector partners to support growth and improved productivity across Scotland.</p> <p>SE supports ambitious Scottish companies enabling them to compete within both domestic and global marketplaces, building upon Scotland’s globally competitive sectors. SE also works with a range of partners in the public and private sectors to attract new investment to Scotland and to help create a world class business environment.</p> <p>With over 1000 employees in Scotland and in key overseas markets, SE delivers a range of key projects and industry collaborations as well as a number of direct services to support the growth of Scottish companies. It is also responsible for Scotland’s international trade and investment activities through Scottish Development International and the work of the Scottish Investment Bank which has successfully helped to generate a thriving equity investment market in Scotland.</p> <p>We work with and support a significant number of companies and many of these are leading the way in manufacturing innovation, creating employment, supporting supply chains and competing globally. We also play a vital role in creating the right conditions and infrastructure for sectors to grow such as our work with Edinburgh’s Bio Quarter Development (which hosts Europe’s greatest concentration of researchers in regenerative medicine), the Fife Energy Park, Glasgow’s International Financial Services District and the Dundee Waterfront development.</p> <p>Specifically Scottish Enterprise:</p> <ul style="list-style-type: none"> • Provides tailored support and access to global industry networks • Works to encourage and secure international investment and connections in Scotland • Helps Scottish businesses grow, access finance, export, innovate and create sustainable and progressive employment • Supports projects that improve Scotland’s economic performance.

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We are outward looking in our perspective and approach

We are ambitious for Scotland competing and succeeding in a global economy. We want Scotland to take its place in the ranks of the world's most progressive and successful economies. Our horizons are international and our standards are world-class. We believe Scotland has unique strengths and assets, and our role is to use these to stimulate business and sector growth and to attract new investment.

We are a hub of knowledge & expertise

Much of our work is based on our strengths in sharing and promoting best practice, expertise, information and intelligence for businesses and key sectors. We are also committed to evaluating and improving our effectiveness and impact.

We believe in collaboration and strong partnership

We share responsibility for achieving economic goals with other partners and achieve a greater impact through creating genuine and committed partnerships with the organisations, sectors and businesses we work with.

We are responsive, flexible and practical

Businesses deal in practical solutions and the business environment never stands still. In exploiting opportunities for businesses, key sectors and Scotland, we strive to operate with the required pace and a pragmatic, flexible approach to deliver to maximum effect.

We are highly responsible and think through the wider impact of the decisions we make

We recognise that economic development is not a narrow goal. Lasting and progressive economic growth encompasses wider social and environmental opportunities and responsibilities. We consider the wider implications of our activities and the decisions we make on our teams, our organisation and across the public sector more broadly.

Documents for download:

- [Annual Accounts 2016-2017](#)
- [Business Plan 2015-2018](#)
- [Investments Annual Review](#)
- [Our Contribution to Scotland's Economy video](#)
In 2015-2016, working closely with our partners, we helped more companies to export – including 340 that are now projecting significant export growth as a result of our High Growth Markets team. This video covers some of our key highlights.
- [Management Statement](#)

Video?:

No

Documentation?:

Hyperlinks to documentation

Hyperlinks?:

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<https://www.scottish-enterprise.com/knowledge-hub/articles/publication/annual-reports>
<https://www.scottish-enterprise.com/knowledge-hub/articles/publication/business-plans>
<https://www.scottish-enterprise.com/knowledge-hub/articles/publication/investments-annual-reviews>
<https://www.youtube.com/watch?v=nsktHclxJMI>
<https://www.scottish-enterprise.com/knowledge-hub/articles/policy/management-statement-and-financial-memorandum>

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Page 3

<p>Page Title / Tab name (e.g. The Role):</p>
<p>The Role</p>
<p>Image name (appears top right):</p>
<p>Text for page:</p>
<p>Chief Executive Glasgow c.£160,000</p> <p>We are looking for someone to help shape effective delivery partnerships and to become a real driving force in delivering Scotland’s ambitions for inclusive and sustainable economic growth. As an agent of change, you will have significant experience of delivering successful transformation, preferably in the public and the private sectors, as well as evidence of generating and supporting delivery of new ideas.</p> <p>You must be able to demonstrate an ability to empower, motivate and inspire a dedicated and diverse workforce. A track record of success in building a fair, inclusive and results-focused culture will be important. Experience of developing and coaching senior teams will be essential.</p> <p>You will have the ability to influence customers, stakeholders and peers at the most senior level, ensuring that the organisation is credible for Scotland, as well as on a global stage. Sound political acumen, and experience of liaising and influencing within government at a strategic level, would be a distinct advantage. Substantial experience within key industries for Scotland and/or similarly in international business would be particularly desirable.</p> <p>Key Responsibilities</p> <ul style="list-style-type: none"> • Responsibility for a budget of c.£300 million – subject to current spending reviews by Scottish Government • Working with the SE Board, lead, inspire and empower to deliver the Scottish Government’s aspirations across all the themes of Scotland’s economic strategy (Investment, Internationalisation, Innovation, and Inclusive Growth). • Drive a collaborative approach, providing leadership, direction and motivation for staff, partners and connected stakeholders, whilst developing a dynamic and energetic culture that is open to change and promotes and values commitment, innovation, cross-agency alignment, partnership working and the highest standards of performance. • Lead on delivering organisational performance which matches the ambitions and expectations for the organisation as reflected in strategic aims and operational plans • Maintain and further develop, corporate systems and performance which delivers best practice, value for money and continued business improvement to the high standards in terms of governance, ethics and modern management • As Accountable Officer, be personally responsible for designated duties, including propriety, regularity and value for money of Scottish Enterprise expenditure <p>Documents for download:</p>

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<ul style="list-style-type: none"> Job and Person Specification
Video?:
No
Documentation?:
JD & PS
Hyperlinks?:
No

Page 4

Page Title / Tab name (e.g. Application and the Process):
How to Apply
Image name (appears top right):
TBC
Text for page:
<p>How to Apply</p> <p>We hope that you have found the information on this site useful. If you have any queries or wish to discuss the role further please contact either Ken Dalgleish or Donogh O'Brien on [REDACTED]</p> <p>To apply, please upload your CV, supporting statement and Equal Opportunity Monitoring Form by clicking here.</p> <p>Documents</p> <ul style="list-style-type: none"> Equality Opportunity Monitoring Form <p>Applicants will be shortlisted for interview by matching the details given on their CV and Supporting Statement against both the job description and the person specification. We would therefore ask applicants to provide clear evidence to show how your experience, skills and knowledge match those requirements.</p> <p>We would also be grateful if your covering letter / supporting statement could include the following information:</p> <ul style="list-style-type: none"> Current salary / package

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- Current notice period
- Details of two referees (please note that referees will not be contacted until offer stage or without prior consent)

Process

Closing date for applications: Friday 5th January 2018

Longlist interviews: w/c 22nd January 2018

Panel interviews: w/c 5th February 2018

Video?:

No

Documentation?:

Equality Opportunity Monitoring Form

Hyperlinks?:

<https://www.aspenpeople.co.uk/vacancies/vacancy.php?id=514>