

CEO Advertisement – LinkedIn, Indeed, IMI website & MotorPro

5th September 2024

Take the next step in your career

as

Chief Executive Officer

IMI (Institute of the Motor Industry)

and help 100,000 take

their next steps too



INSTITUTE OF THE
MOTOR INDUSTRY

Chief Executive Officer

Employer

[Institute of the Motor Industry](#)

Location

Hertford. Office Base 3 days (flexibility to work off site/remotely 2 days per week)

National travel required

Reports

CEO reports directly to IMI Chair, on behalf of the Board of Directors

Salary

£150,000 O.T.E £175,000 subject to meeting pre-agreed results / deliverables

Recruitment Timeline

Advertisement placement – 5th September 2024

Application Closing date - 20th September 2024

Long list to short list – 24th September - (Virtual)

1st Interviews will be held on 10th & 11th October – (Virtual)

2nd Interviews will be held on 24th October – Face to face at Fanshaws

Commencement Date - Quarter 1 2025 by agreement

Chief Executive Officer

The IMI

The IMI is the professional body for individuals working in the motor industry and the authoritative voice of the sector on people and skills. The IMI is the governing body for the IMI Professional Register, IMI Qualifications and Accreditations and the best source of automotive careers information and standards in our industry.

This unique position will be available in 2025. The role will be to transform, advance and grow the IMI, to inspire and lead a team of staff, members, linked organisations and volunteers to deliver the IMI's Ambition, Vision, Mission & Strategic Plan.

Purpose of the role

The CEO works with the Board to develop and implement ambitious growth plans, through the IMI strategy, budget and business plan. The output is to deliver the skills and competences that the automotive retail sector needs today and tomorrow.

The CEO is the accountable officer for the execution of the Strategy, the internal control mechanisms for delivery and the external face of the IMI.

Key Responsibilities

Leadership

Provide innovation, inspiration and motivation to staff & management in developing and sharing an ambitious but achievable strategic plan, embracing new and innovative areas as well as robust financial and performance frameworks.

Deliver growth and development of the organisation to meet the changing face of Automotive retailing through intentional and resilient leadership.

Lead the staff team to achieve high levels of performance and excellent service standards.

Establish and oversee mechanisms for listening to the views of members, affiliates and linked organisations for the purposes of growth and development.

Oversee and lead a revised value proposition to IMI members and the automotive sector.

Provide clarity on the IMI's role and what the IMI will provide for the sector in career and job prospects through education, qualification and accreditation.

Strategy

Provide leadership and direction in the review and development of the strategic plan, and priorities for the next 3 years, on an ongoing basis.

Ensure the IMI has a clear planning framework including Business Plan, Development Plans and annual KPI's to deliver the strategy.

Governance

Ensure the IMI is prudent in managing all potential, financial, operational and strategic risk.

Provide scrutiny and challenge to data produced and take prompt action where required.

Ensure that the Management Team and senior staff meet the highest standards of Governance in accordance with IMI policies, regulatory obligations, relevant legislation and innovative best practice.

Ensure the IMI operates consistently and responds proactively to changes in legal and policy framework.

Ensure the Executive Chair & Board is well informed of all decision making.

Support the Senior Executives in appraising performance and assist the Senior Team individually and collectively in their development, to foster the highest standard in decision making.

Prepare & present papers for the Board.

Delivery

Acting as Ambassador for the IMI and championing the IMI's purpose to provide skills and people development across the sector. The CEO will be the public face of the IMI for campaigns and relationships with key stakeholders.

Ensure the IMI delivers excellent service to all its members, associates, customers, centres and affiliated bodies.

Ensure the IMI sets clear standards and has ambitious and unambiguous targets for measuring performance.

Ensure the IMI is effectively resourced to meet key priorities to deliver commitments.

Oversee continuous assessment of performance against budget, business plan and KPI's.

Oversee robust management and collection of data to inform commercial opportunities.

People

Lead the IMI wider team through direct or indirect training, coaching, building teams and manage performance and underperformance. Demonstrate strong emotional intelligence and a positive work environment.

Advocacy - the public and private face of the IMI effectively promoting the IMI's aims and engage with a wider audience than currently.

Deploy excellent interpersonal skills demonstrating an outstanding ability to build relationships at all levels.

Active participation in recruitment, development and retention of Senior Management appointments.

Demonstrate the highest standard of conduct and professional standards to internal and external stakeholders.

Assess and advise the Senior Management Team on effectiveness of their delivery, staffing levels and structure.

Benefits

- 8% non-contributory pension
- Company car or car allowance
- 28 days annual leave (3 days to be used for the Christmas closedown) + Bank holidays
- 3 x death in service
- Private healthcare for self and spouse/partner (opt in after probation)
- Remote GP service (opt in)
- Medical cashback scheme (opt in after probation)
- Professional membership paid including retail and health discounts
- CycleScheme
- Annual training & development fund
- Wellbeing support app and helpline

Person Specification:

The successful candidate will demonstrate the following essential experience, skills and personal attributes.

Key requirements:

1. Visionary & inspiring as a leader of people, with experience in the automotive sector of developing and managing colleagues in their roles, both within and outside the organisation.
2. A proven record of leading organisational transformation in a constantly changing environment, whilst ensuring all the basics are covered.
3. Collaborative, with a demonstrable commitment to advancing diversity and inclusion at all levels within the organisation and through the automotive sector.
4. The ability to lead and motivate through the challenge of ambiguity and change.
5. Strategic leadership experience, with the ability to oversee and quality assure the successful delivery of major projects and programmes in the automotive or parallel sector.
6. Curious, entrepreneurial and committed to continuous improvement, with the ability to develop these qualities in others.
7. Commercial with the ability to lead others in ambitious business development activity.
8. Committed to the principles of good governance and adhering to high ethical standards.
9. Experience of successful strategic and business planning and risk management whilst maintaining high standards of governance.
10. Nuanced and thoughtful in stakeholder relationship-building, with demonstrable experience of advising senior stakeholders and being an effective ambassador, through a strong and credible presence.
11. Professional and highly articulate when delivering speeches, interviews and representing the sector.

Desirable:

- Experience working in a similar role for a sector wide not for profit organisation.
- Experience of international business, including China.

How to Apply

Please email your CV along with a covering letter to:-
Sarah Sillars OBE Hon FIMI, Chair of the Recruitment Committee at
ceooffice@theimi.org.uk

We are committed to building a more equitable and inclusive workplace. Please let us know if there are any reasonable adjustments that we can make to enable you to be successful in this role.

As part of our Disability Confident Commitment, we guarantee that we will interview any disabled applicant who meets the qualification or experience criteria set, and also provides acceptable evidence of the skills and qualities we have asked.

Company Information**Website**

<http://www.theimi.org.uk/>

Telephone

+44 (0) 1992 511 521

Location

Fanshaws
Brickendon
Hertford
SG13 8PQ



INSTITUTE OF THE MOTOR INDUSTRY

This is an exhilarating time to work in the automotive industry. More change is happening now, than in a century, due to the adoption of electrification and autonomous technologies. And it is not only the technical landscape that is undergoing major change. Retailers are changing their operating models rapidly and new styles of learning & working are dominating the future thinking on learning & development universally.

The Institute of the Motor Industry (IMI) was founded in 1920 when society – as now – was experiencing rapid technology-driven change. We believe passionately that industry personnel (over 700,000) need the most relevant, up-to-date skills and qualifications in order to progress – especially during times of intense change. We are first and foremost a People 1st business.

We are here to lead that change. The IMI is the professional body for the automotive industry and our mission is to grow so that we can champion and support more of the automotive workforce in achieving and maintaining professional competence and continuing professional development. Much has been done in technical disciplines, and now there is much to do, to engage, support & drive qualification and assessed education across the Sales, Customer Service and Management disciplines.

View our website & our latest campaign here! [There's More to Motor](#).