

Candidate brief for the
appointment of

Non-Executive Directors

1 About ARIA

Unlocking scientific and technological breakthroughs that benefit everyone

ARIA is an R&D funding agency. We fund teams of scientists and engineers to pursue research at the edge of what is technologically or scientifically possible.

ARIA empowers scientists to pursue breakthroughs at the edge of the possible. We have a big mission, and getting there won't be easy. That's why we're building a new kind of research agency that does things differently.

Created by an Act of Parliament, and sponsored by the Department for Science, Innovation, and Technology, ARIA will fund projects across the full spectrum of R&D disciplines, approaches, and institutions.

ARIA's programmes and projects are directed by our Programme Directors, scientific and technical leaders with deep expertise and a focused, creative vision for how technology can enable a better future.

While Programme Directors are tasked with deeply exploring a topic and designing funding opportunities, they won't get to breakthroughs alone. We will need to galvanise communities of researchers, breaking down the silos and reaching across institutional boundaries to assemble the interdisciplinary, cross-sector teams and expertise that will maximise our chances of success.

For more information on ARIA, visit: aria.org.uk

To view ARIA's Corporate Plan 2024, click: [here](#)

To view ARIA's latest Annual Report 2023-24, click: [here](#)

2 The Role

Role specification

ARIA is seeking two exceptional individuals to join the ARIA Board as Non-Executive Directors. We are looking for world class scientists/engineers and/or outstanding leaders in the fields of science, technology or engineering. They will provide strategic guidance, support effective governance, and promote a culture of innovation and risk-taking. They will also act as an ambassador for ARIA, building relationships with stakeholders across the R&D community globally. They will join the Audit & Risk Committee and the Ethics & Social Responsibility Committee respectively.

Essential Criteria:

- Outstanding scientific/engineering credibility or success in the fields of science, technology or engineering
- Evidence of exploring and creating value from ideas/scientific exploration
- Excellent communication and interpersonal skills, including an ability to engage with stakeholders at the highest level

- A clear understanding of ARIA's unique ambition and risk appetite, and an ability to support organisational development and growth

Desirable Criteria:

- Applied research/translational experience
- Experience in managing the development of frontier technologies with tough social/ethical considerations
- Representation or experience of emerging economies (high growth markets for new technology)
- Experience operating at Board level as an executive or non-executive in the public, philanthropic or private sector
- Governance experience for Audit & Risk Committee and Ethics & Social Responsibility Committee

3 Application process

How to apply

The recruitment process is being delivered by Odgers Berndtson on behalf of ARIA.

If you wish to apply for one of these positions, please supply the following:

- A comprehensive CV setting out your career history, with responsibilities and achievements.
- Once you have completed your application, you will be sent an automatically generated email asking you to complete a Diversity Monitoring Form. Your Diversity Monitoring Form will be stored separately from your application and will play no part in the selection process. The sponsor department's public appointments team may request this information for audit purposes once the selection process has concluded.

The preferred method of application is online at:
www.odgers.com/92680

If you are unable to apply via the website, please email your application to: helena.macneary@odgersberndtson.com

Contact

If you would like an informal conversation about these roles, please contact Odgers Berndtson:

Anna Dickinson on +44 20 7367 9798 or
anna.dickinson@odgersberndtson.com

Recruitment process

We are committed to running an appointments process that is based on merit following a fair and open competition process.

- We will **acknowledge receipt of your application** (by email if you have provided this).
- The **Panel will review CVs** to select the shortlist. The Panel will agree those candidates who best match the criteria for a panel interview to further explore their skills and experience with reference to the criteria in the person specification.
- If you are shortlisted, you will be asked to attend a **panel interview** to have a more in-depth discussion of your previous experience. Prior to interview, you may have the opportunity for informal conversations with ARIA colleagues in order to further develop your understanding of the organisation. Final panel interviews are expected to take place in person in London and will last approximately one hour. The interview panel will make a recommendation on recruitment to the Secretary of State who will make the final decision on appointments. Feedback will be provided to all shortlisted candidates.

- If you need any reasonable adjustments to take part in the selection process, please tell us about this in your online application form. If you would like to speak to the recruitment team at Odgers Berndtson regarding this, you can contact them on:

Anna Dickinson, Principal Consultant:
anna.dickinson@odgersberndtson.com or
+44 20 7367 9798.

Timetable for recruitment:

- Closing date: **12th January**
- Shortlisting meeting: **w/c 13th January**
- Informal conversations: **w/c 13th January and w/c 20th January**
- Interviews held with the recruitment panel: **4th February**

The interview panel:

- Matt Clifford CBE – ARIA Board Chair
- Ilan Gur, ARIA CEO
- Professor Jason Chin FRS – Independent Member (Medical Research Council Laboratory of Molecular Biology)
- Dame Kate Bingham – ARIA Board Member, Chair of Remuneration Committee
- Stephen Cohen – ARIA Board Member, Chair of Audit Committee & Civil Service Commissioner

Terms of appointment

- **Appointment Term:** a 5 year initial term with the possibility of re-appointment for a further term, at the discretion of Ministers. Any re-appointment is subject to satisfactory annual appraisals of performance during the first term in the post. If re-appointed, the total time served in post will not exceed more than two terms or serve in any one post for more than ten years.
- **Remuneration:** £15,000 plus an additional amount for Committee Chairs. Remuneration is taxable under Schedule E of the Income and Corporation Taxes Act 1988 (as amended) and subject to Class I National Insurance contributions. Reasonable standard travel expenses will be payable. The post is not pensionable.
- **Time Commitment:** The Board meets 4 times per year. In addition, there are 3-4 committee meetings. Therefore, the total time commitment is between 6-8 days per year.
- **Location:** ARIA are based in London.
- **Nature of Appointment:** This is a Ministerial Appointment by the Secretary of State for DSIT. The post holder would be an officeholder and not be an employee of the Department or ARIA.
- **Availability:** Successful candidate/s will be encouraged to take up their appointment as soon as possible, following the successful completion of pre-appointment checks.

4 Additional information

Conflicts of interest

- Political Activity and Conflicts of Interest – shortlisted candidates will be asked to complete a Political Activity and Conflicts of Interest questionnaire.
- Applicants must disclose information on financial and non-financial interests and personal connections, which if they were appointed, could lead to a conflict of interest or be perceived as such.
- If it appears, from the information provided by applicants on the conflicts form, that an applicant's interest/s might give rise to a conflict/perceived conflict of interest with ARIA's current or prospective work, this will be fully explored with the applicant with a view to establishing whether it is sufficiently significant to prevent the individual from carrying out the duties of the post. The Interview Panel may also explore this at interview stage.
- Applicants should also note that any relevant outside interests of Board members are published by ARIA in a public register of Board Members' financial and nonfinancial interests on its website.
- If you have any queries or would like to discuss further, please contact our Executive Search partners, Odgers Berndtson, anna.dickinson@odgersberndtson.com

Due diligence

Please note that due diligence will be carried out on shortlisted candidates. Candidates should expect this to include searches of previous public statements and social media, blogs or any other publicly available information.

GDPR

In line with GDPR, we ask that you do NOT send us any information that can identify children or any of your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, data concerning health or sex life and sexual orientation, genetic and/or biometric data) in your CV and application documentation. Following this notice, any inclusion of your Sensitive Personal Data in your CV/application documentation will be understood by us as your express consent to process this information going forward. Please also remember to not mention anyone's information or details (e.g. referees) who have not previously agreed to their inclusion.

Diversity

It is of great importance that the ARIA board reflects the diversity of the UK as a whole. We welcome applications from all candidates regardless of ethnicity, religion or belief, gender, sexual orientation, age, disability or gender identity.

Disability Confident

Disability Confident is a voluntary scheme which replaced the Guaranteed Interview Scheme or Two Ticks Scheme that was widely used in Britain. Disability Confident supports the Government's commitment to halve the employment gap between candidates who have disabilities and those who do not by encouraging employers to think about disability and to take positive action to improve how they attract, recruit and retain workers with disabilities.

As a Disability Confident employer, ARIA is committed to ensuring that candidates with disabilities are provided with the adjustments that they require as part of the recruitment process. We will also offer an interview to a fair and proportionate number of disabled applicants that meet the minimum criteria for the job - by minimum criteria you must be able to provide sufficient evidence to demonstrate relevant skills and experience for each of the selection criterion set out in the Role Specification section. This does not mean that all candidates who have a disability are entitled to an interview.

The aim of this commitment is to encourage positive action for candidates with disabilities, encouraging them to apply for positions in public life by offering them the assurance that, should they meet the minimum criteria as advertised for the position, they will be given the opportunity to demonstrate their skills, talent and abilities at the interview stage. It is important to note that if we receive a higher volume of applications that far exceeds the number of those expected then we may need to limit the overall numbers of interviews offered. This will include the number of interviews offered to Disability Confident candidates that meet the minimum criteria for the role.

The Seven Principles of Public Life

Board members are subject to the Cabinet Office's code of conduct for board members of public bodies which also requires us to understand and comply with these principles. All Board Members are required to adhere to:

- The Cabinet Office **Code of Conduct for Board Members of Public Bodies**.
- The Seven Principles of Public Life

The principles are.

- **Selflessness** – holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family or their friends
- **Integrity** – holders of public office should not place themselves under any financial obligation to outside individuals or organisations that might influence them in the performance of their official duties
- **Objectivity** – in carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit
- **Accountability** – holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office
- **Openness** – holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands
- **Honesty** – holders of public office have a duty to declare any private interests relating to their public duties and take steps to resolve any conflicts arising in a way that protects the public interest
- **Leadership** – holders of public office should promote and support these principles by leadership and example

Code of Conduct for Board Members

Board members are required to comply with the code of conduct setting out the standards expected from those serving on the boards of public bodies in the United Kingdom:

<https://www.gov.uk/government/publications/code-of-conduct-for-board-members-of-public-bodies>



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