



**Job Description: Chief Executive Officer
Light Rail Safety & Standards Board (LRSSB)**

Date	Version	Nature of Change	Edited by
06/02/2020	1		PC/EP



Job Description

Job Title	Chief Executive Officer
Location	To be agreed
Salary	Competitive

Overview of the job	<p>The Light Rail Safety & Standards Board has been created to provide expert support to the light rail industry of the British Isles driving continuous improvement in safety and health. Driving sustainable improvements in safety and efficiency of the tramways and light rail system.</p> <p>The primary functions of the organisation are:</p> <ul style="list-style-type: none"> • Risk Analysis, informing industry decisions and sharing Best Practice. • Codification and development of Standards and Guidance. • Relationship with other light rail jurisdictions around the world. • Light Rail Innovation and Research. • Collaboration with other industry safety bodies. • Safety accident and near miss reporting, collation and analysis. • Reviewing industry dissemination of information and 'lessons learned'. • Oversight of Competent Persons and their development.
Summary	<p>The Chief Executive Officer (CEO) will be responsible for the strategic objective to design and deliver a professional, efficient and engaged organisation. The CEO will have overall accountability for delivering the primary functions of the organisation and is accountable for the governance and efficient, cost effective delivery of the organisations services. The CEO will be the public face of the organisation.</p> <p>The CEO will be a board member of the LRSSB.</p>
Responsibilities Activities & Duties	<p>The job holder will be required to carry out the following responsibilities, activities and duties:</p> <p>Key responsibilities will include:</p> <ul style="list-style-type: none"> • Develop and deliver resourcing strategies and manage multiple service providers.

	<ul style="list-style-type: none"> • Set direction for the organisation’s plans, strategic resourcing and industry leadership and engagement. • Set policies, standards and practices in relation to all resourcing options used. • Be responsible for the timely and cost efficient and effective delivery of the organisations priorities, programmes and projects. • Specify procure and manage other bodies, consultants and specialists to undertake the work set out in the organisations priorities, programmes and projects. • Lead all public facing interaction with the press or similar interfaces. • Lead all senior industry relationships. • Lead senior level relationships with DfT, ORR and other Government bodies. • Lead relationships with other international operators, regulators and standards bodies. <p>The duties/responsibilities listed above describe the post as it is at present and is not intended to be exhaustive. The Job holder is expected to accept reasonable alterations and additional tasks of a similar level that may be necessary. Significant adjustments may require re-examination and shall be discussed with the LRSSB Board.</p>
<p>Competencies</p>	<p>For the purpose of selection, the following competencies will be measured:</p> <ul style="list-style-type: none"> • Skills and knowledge. • Resource and financial management. • Planning and organising. • Influencing and interaction.
<p>Essential Skills Qualifications, accreditation</p>	<p>For the purpose of selection, the job holder should hold the following:</p> <ul style="list-style-type: none"> • Strong communication skills. • Experience in a senior position in safety, health and risk management. • In depth knowledge of the tramway and light rail industry, its standards, operating procedures and technology as well as developments and trends internationally. • A good understanding of the Political dimension and sensitivities, with a proven ability to secure the confidence of senior internal and external stakeholders, Board-level colleagues and Chief Executives. • A high level of contract management and financial literacy and ability. • The ability to deliver strategic outcomes while working at pace in a multi-stakeholder environment.

Desirable Skills	<p>For the purpose of selection, it is desirable that the job holder possesses the following:</p> <ul data-bbox="502 197 1364 425" style="list-style-type: none">• Chartered Engineer.• Formal safety and health accreditation.• Demonstrable experience/exposure to operational tramway/light rail environments and an understanding of the leadership required to make these a success.
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