



**Dorset Local Enterprise  
Partnership CIC**

**Applicant Information  
Pack**

## Foreword

This is an opportunity for a business leader to become a member of Dorset Local Enterprise Partnership (LEP) Board and support its activities in growing the local economy and creating new jobs.

Dorset LEP seek credible people who can see the bigger strategic picture, offer challenge and insight and genuinely input into the process of advancing the LEP's agenda of fostering real and positive change in the Dorset region for the ultimate benefit of all. Strong partnership skills are essential and Board members will need to be collaborative in their style and approach.

As part of the Dorset LEP Board, you will have the unique opportunity to help drive forward the economic agenda for Dorset.

If you are excited by this opportunity and have the proven ability to meet and deliver our aspirations, we would be pleased to receive your application.

## About Dorset LEP

Dorset LEP is one of 38 LEPs across the country tasked by the Government to drive forward sustainable private sector growth and job creation.

As a high performing LEP we bring together local businesses, education providers, voluntary organisations as well as the public sector to tackle key barriers to growth.

Thanks to its targeted Strategic Economic Plan, Dorset LEP has secured over £242m to date from the Government and other sources to support economic growth in the county.

For more information about local growth delivery visit the Dorset LEP [website](#).

## Purpose of the Board

The key purpose of the Dorset LEP Board is to provide overall guidance and direction for economic development interventions in Dorset.

For more information about current [Board Members](#) visit the Dorset LEP [website](#).

## The Opportunity

This is an opportunity for an experienced business leader to become a member of the Dorset LEP Board.

## Board Members' Role and Responsibilities

Board members have a responsibility to uphold high standards of integrity and probity. They should support the Chair and Deputy Chair in instilling the appropriate culture, values and behaviours in the boardroom and beyond.

The duties and responsibilities of a Board member are to:

- Attend meetings of the LEP Board;
- Reflect the agreed view of the LEP Board and its members in all discussions with partners, stakeholders, Government and its agencies;
- Support the Chair by leading on activities relevant to their knowledge and experience by representing the interests of the LEP in meetings with partners, stakeholders, Government and its agencies;
- Actively develop an effective business-public sector partnership;
- Contribute to the setting of the overall strategy, priorities, business planning, budget and the monitoring of performance and risk management;
- Contribute knowledge and expertise to identify the economic and demographic issues facing the area, the strengths and opportunities, and the initiatives which should be taken to drive economic growth;
- Formally represent the LEP in meeting other bodies and partner organisations as required;
- Feedback to their stakeholders on LEP decisions and activities;
- Lead for the Board on particular issues and activities including serving on or chairing Programme Board and/or sub-groups;

## Person Specification

Business board members must:

- Represent business at a senior level
- Have first-hand knowledge and current experience of the Dorset LEP business environment, through a strong and proven track record of local business leadership at business level
- Have substantial experience and understanding of structuring effective working relationships with both the public and private sector in local, regional and national forum
- Have knowledge, understanding and a demonstrable commitment to leading and delivering economic change in the Dorset LEP area
- Have the ability to make informed, balanced and independent judgements on key economic issues in Dorset
- Have the ability to consider the long term implications and broad view of issues, identifying opportunities and key risks
- Have the ability to act as an ambassador for Dorset, with extensive experience of working with the private sector and engaging the confidence of key businesses, business organisations, local and central Government (including Ministers of State) and other agencies as appropriate.

## Time Commitment

In addition to serving on the Board, members may be asked to serve on any ad-hoc committees as required, as well as attend other meetings and events on behalf of the LEP.

Whilst it is inevitable that the time commitment of individual members will vary, the following is considered a typical commitment required over a year:

- Minimum of 5 Board meetings of Dorset LEP
- Appropriate time before and between meetings to read papers and stay abreast of relevant developments

- Regular discussions and exchanges with the Chair.

The anticipated time commitment is two days per month.

Board members are de-facto ambassadors of the Dorset LEP, and as such there will be a number of events and activities throughout the year where some Board member attendance may be required, which will be agreed in advance.

It is expected that each Board member will do their best to support the LEP when their assistance is required.

### Period of appointment

The normal term of appointment will be three years.

### Remuneration

The Board positions are not remunerated. Reasonable travel expenses will be reimbursed and all expense claims will be published in line with the Board's expense policy.

### Equal Opportunities

We are keen for our board to reflect Dorset's diversity so we welcome applications from everyone, regardless of age, gender, ethnicity, sexual orientation, faith or disability. We are particularly keen to hear from women and people who are BAME.

### How to Apply and Timetable for Recruitment

If you feel you have the skills and experience to meet these challenges and wish to apply for this opportunity, please supply a current CV along with a supporting statement (two sides A4 maximum). Please address to Jim Stewart at the Dorset LEP and return via Kathryn Hill [khill@bournemouth.ac.uk](mailto:khill@bournemouth.ac.uk).

For an informal and confidential conversation about the role, please contact Kathryn Hill ([khill@bournemouth.ac.uk](mailto:khill@bournemouth.ac.uk) or 01202 965868) who can link you up to either Lorna Carver (Dorset LEP Director) or one of the current Dorset LEP Board Members.

The closing date for applications is **[complete date]**. It is anticipated that those shortlisted will be invited for discussions with LEP Board members with a view of starting their term at the May Board meeting.

### Key Dates

Closing date	
Role commences	