



Do you have the drive and passion to help grow the economy of Torridge and North Devon? Could you be next Chair of the Northern Devon Futures Economy, Innovation and Skills Action Group?

Northern Devon Futures, a partnership of organisations working together to improve the lives of those who live and work in North Devon, is looking for a high calibre member of the local community with the knowledge, drive, and enthusiasm to take up the challenge of chairing its Economy, Innovation and Skills Action Group and to be the Champion of growth for the local economy over the next two years.

The Economy, Innovation and Skills Action Group provides a forum for local private sector leaders to come together with skills and careers providers and local economic development leads. The group has been at the heart of mapping out needs and opportunities for the North Devon and Torridge Economic Strategy 2024 – 2029 and has collectively provided a clear focus on developing actions which positively impact on productivity, earnings, and skills to specifically boost the competitiveness of the region.

The Board is keen to appoint a new voluntary Chair from April 2025 to help steer the group through its next phase. The appointment will involve attending and chairing quarterly meetings, with additional input required between meetings, including meeting with other Action Group Chairs and attendance at regional and national events where appropriate to champion the local cause.

To register your interest, please email chris.fuller@torridge.gov.uk and dominie.dunbrook@northdevon.gov.uk and include what skills, knowledge and experience you will be able to provide to the group.

To learn more about the North Devon Futures, Economy, Innovation and Skills Action Group, please visit <https://northern-devon-futures.org.uk>

The application closing date is Friday 14 February 2025

Role Description for the Chair of the Northern Devon Futures Economy, Innovation and Skills Action Group

The role of the Chair of the Northern Devon Futures Economy, Innovation and Skills Action Group will be integral to driving the right kind of growth for the economy of North Devon and Torridge, in line with the ambitions of Northern Devon Futures and the North Devon and Torridge Economic Strategy (2024 – 2029). The Chair will take a key role in influencing the programme of work that needs to be undertaken to ensure successful delivery of the Economic Strategy and will act as a voice and figurehead for the local economy.

Main Responsibilities

- To Chair quarterly meetings of the Economy, Innovation and Skills Action Group, encouraging equal voice with all participants, ensuring clear progress is achieved through those meetings.
- Work with the Vice Chair and economic development managers from North Devon Council and Torrington District Council to set agendas, develop a suitable programme over a series of meetings and invite external presenters into meetings where appropriate.
- To not reinvent the wheel but to work collaboratively with business and skill organisations including North Devon Manufacturers Association, North Devon + and Petroc College
- To facilitate discussions and build and maintain strong and effective relationships with members of the Economy, Innovation and Skills Action Group as well as with the Northern Devon Futures Board and Chairs of the other Action Groups
- To sit on the Northern Devon Futures Board in your role as Chair and represent the interests of the Economy, Innovation and Skills Action Group.
- To challenge the Board to ensure the interest of the Economy, Innovation and Skills Action Group are actively pursued as part of the Northern Devon Futures programme.
- To work with key local, regional and national stakeholders as the voice of the North Devon and Torrington economy.
- To, on occasion, represent the Northern Devon Futures Board/Economy Innovation Skills Group at networks, meetings, conferences locally, regionally or nationally.
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Person Specification (Qualifications, experience)

- Knowledge of the local economy and passionate about its development.
- Evidence of working beyond your core business activities to create a position of leadership within the northern Devon economy.
- Preferably have experience of working at board level or leading/chairing meetings and work at a senior level.
- Understands and embraces co-production at all levels.

Personal Qualities, Skills and Behaviours

- Able to engage and actively influence a wide range of stakeholders and decision makers in a multi-agency environment.
- Motivated by the delivery of high quality, community-based support where the person is at the centre of every decision.
- Will have the skills to deal with real or perceived conflicts of interest.
- Can build trust and relationships.
- Must be committed to leading locally and to driving progress which achieves the ambitions of the Northern Devon Futures Board to secure growth and benefits to the economy, community and environment.
- Able to act ethically and promote a culture of openness and transparency.
- Able to maintain high levels of confidentiality of sensitive issues at all times.
- Has a good understanding of equality and diversity and embraces inclusion.

This is not an exhaustive list of the responsibilities or skills required for this role. It is intended as a guide for those interested in pursuing this opportunity.