

FR8PK

# Non-Executive Director FR8PK Ltd

Recruitment Pack

Closing date: 11:59am on 27th December 2020

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# Welcome message from Wez, FR8PK's Executive Director

"You're already showing you have the right stuff by expressing your interest in these incredible roles at FR8PK"



FR8PK takes traditional models completely apart. We're not one of the featureless, big property development and investment companies that currently dominate the retail, food and beverage markets and we're definitely not interested in sitting on assets to generate passive income from a corporate portfolio.

**We're local, we're interested, and we are present.**

Our model is based on experience, calculation and, most importantly, common sense. The region has witnessed national and global recessions every decade since the 1950's, each time seeing well-established names disappearing from the high street. The model is fickle and unsustainable.

That's the reason we put the best minds to work and developed the model poised for FR8PK: a neighbourhood of businesses trading from otherwise vacant prime land, undeveloped through planning constraints - our first site is to be located on a former

storage site with no planned future development, leaving it vacant for years to come – not on our watch.

There are endless and exciting opportunities ahead. With the public wanting a more local and personal experience from their day-to-day social and buying routine, coupled with a new way of living following Covid-19, we have a formula that's built for the future.

As the Founding Director of FR8PK, I want to draw candidates from a variety of backgrounds to ensure our directorship is open to fresh talent, experience and perspectives.

As our new non-executive director, you'll have the opportunity to influence the decisions that matter in FR8PK during this exciting and changing time. Be part of our revolutionary mission – apply today.

Wishing you every success,

**Wez Morgan**  
Executive Director

# Background of FR8PK

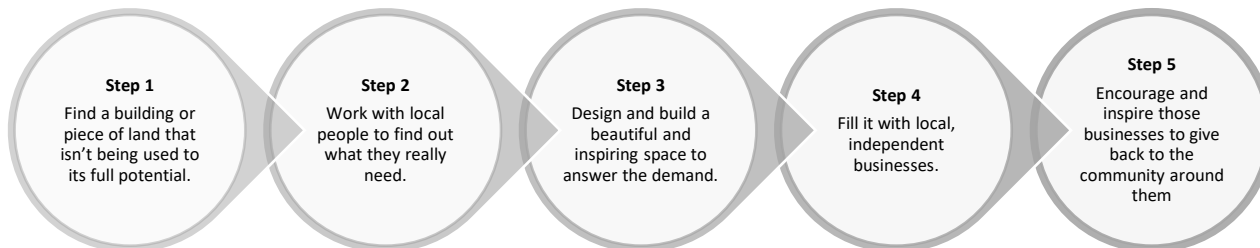
FR8PK (*freight-park*) is a pioneering Socially Responsible Enterprise that seeks to drive progress, development and economic strength through local enterprises.

We believe that regions thrive when they have successful local enterprises that reflect their diversity, character and spirit. In our experience, this can only be achieved with a collective of support and collaboration of collectives. All our projects focus on creating space to champion individuality, enabling talent, ambition and businesses to break through and flourish.

Our revolutionary ethic reflects the individuality of the communities, making sure that the space is as affordable as possible, offer as much support as we can, and we actively connect our members with neighbouring enterprises and with each other.

When enterprises thrive, society thrives too - for the benefit of the local community. We believe that through collaboration we can achieve great progress.

**This is how we do what we do:**



## SPACE FOR SMALL BUSINESSES

We thoroughly research the needs of the local community, the design projects that offer affordable and inspiring spaces for small and independent businesses in retail, food & drink and leisure

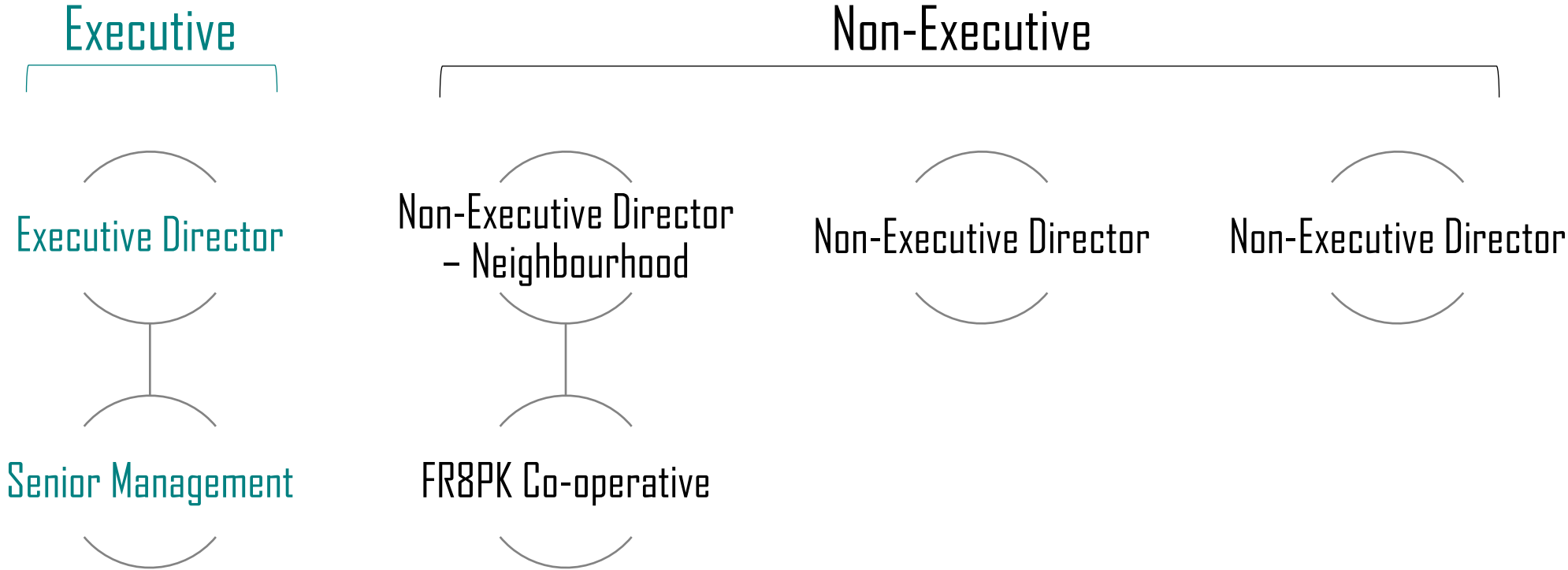
## COMMUNITY INVESTMENT

We connect our traders with the community around them. Our socially responsible company works with traders to share skills, funds and space from our schemes with the community

## A DESTINATION FOR ALL

Our schemes are designed to be more than just work space. They're destinations that invite communities and tourism to discover and interact with our traders and benefit from our facilities

# Current Organisation Chart



We have 4 members of the board at FR8PK, each of whom play a key role in the way we run FR8PK. The Executive Director works with FR8PK's board of 3 Non-Executive Directors to develop the strategic plan for the organisation under the direction of our incorporated values and overall mission. Non-Executive Directors each play a vital role in supporting the Executive Director to steer the organisation in a clear and positive direction. The Non-Executive Director of Neighbourhood is an elected member of the FR8PK Co-operative, whose responsibility lies in representing FR8PK's traders and businesses at board level. Our two new positions will add strength and broaden the board.

# Diversity & Inclusion

Together we are  
stronger



We're committed to understanding, respecting and representing as broad a range of views and backgrounds as we have in our society. We know that diverse perspectives and experiences are critical to making FR8PK an effective organisation.

Our mission is to ensure FR8PK and its traders represent a modern Wales and is a truly inclusive employer, setting an example to other employers in our region. We'll create an organisation where diversity is not only respected and valued – but celebrated.

#### Not convinced?

We want to maximise the potential of everyone who works for us regardless of their background.

Our passion for diversity and equality means creating a work environment for all employees that's welcoming, respectful, engaging, and enriched with opportunities for personal and professional development.

We're a modern, inclusive, high-aspiring employer. Flexible working is a crucial part of what we do. It's about giving our people the opportunity to be adaptable and embrace new ways of working to improve our productivity and performance – making FR8PK a great place to work.

#### What's next?

You've taken the first step by downloading this job pack to understand the skills and experience needed to perform this role. Now let's see what it's all about.

# About the role

## Title

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Non-Executive Director, FR8PK Ltd.

## Location

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Swansea.

## Package

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As a director, you'll be paid for agreed reasonable expenses incurred by attending and returning from approved company meetings and business travel.

We'll also offer training and development for NEDs, and exposure to the inner workings of a revolutionary organisation set on challenging the status quo.



# Role Description

## Summary

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We're currently recruiting two new Non-Executive Director (NED) positions at FR8PK Ltd.

We're looking for people who share our values and can use their skills, knowledge and commercial acumen to make a positive difference to what we offer now and in the future.

If you're an inspirational, progressive leader and a strategic thinker with a proven track record of insight and decision-making, ideally at Board level, we'd love to hear from you.

## Main activities and priorities

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Commitment will be a minimum of 18 days per year including away days, training events or conferences, site visits and evening Board/Committee meetings. At present we envisage holding the majority of these virtually, until a time that physical appointments can be carried out safely.

## We're looking for leaders who'll

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- Share FR8PK's vision, values and ethos.
- Commit to continuous improvement and are open to innovation and change.
- Demonstrate proficient, clear and strong decision making.
- Commit to accountability, openness, transparency and equality of opportunity.
- Have the necessary time commitment for the role.



# Person Specification

The successful candidate must be able to demonstrate skills and/or success in the following **essential criteria**:

An inspirational, forward-thinking leader with a high degree of integrity.

Experience of working at a strategic level. Able to work collaboratively to set the strategic direction of the organisation to ensure FR8PK is making real progress to fulfil its vision and considers the wider strategic context when making decisions.

Experience of working collaboratively with a wide range of stakeholders and ability to build consensus through persuasive discussion.

Can represent and promote FR8PK and develop positive external relationships.

Able to develop and maintain constructive and supportive relationships with other board members, staff, internal and external stakeholders.

Has the skills and acumen to understand FR8PK's business model and ensure that accurate financial systems and appropriate strategic risk management processes are in place.

Excellent communication skills; able to read, understand and analyse written and numerical reports and contribute to discussions and decision making.

Experience in one of the following areas would be an advantage but is not essential and applications are welcomed from all sectors:

- Commercial Property Management
- Legal Practice
- Financial Services

Is familiar with the areas and communities in which FR8PK works or is keen to learn about and improve them.

# The Recruitment Process

## Application

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To apply for this post, you will need to complete and submit the following by no later than midday on 27/12/2020

All applications must be submitted to [ned-recruitment@fr8pk.org](mailto:ned-recruitment@fr8pk.org)

You are asked to submit the following:

- A cover letter outlining some basic, personal information;
- A CV setting out your career history, with key responsibilities and achievements; and
- A Supporting Statement (max 2 pages, minimum font size 11) explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role, with particular reference to the essential criteria in the person specification

For a confidential discussion please contact:

Wez Morgan

E: [wez@fr8pk.org](mailto:wez@fr8pk.org)

## Selection Process

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The panel will consist of

- Wez Morgan, Executive Director

Subject to the availability of our founding team, we may invite our recruitment partners to form part of the interview panel.

## Longlist Stage

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You will receive an acknowledgment of your application by email. If you do not receive a notification of your application please contact [wez@fr8pk.org](mailto:wez@fr8pk.org).

The panel will then assess your application to select those demonstrating the best fit with the role by considering the evidence you have provided against the essential criteria set out in the 'Person Specification' section. Failure to address any or all of these may affect your application.

The timeline later in this pack indicates the date by which decisions are expected to be made, and all candidates will be advised of the outcome as soon as possible thereafter.

Candidates selected for longlisting will be invited for an interview with FR8PK to further explore their skills and experience.

## Shortlist

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The panel will review interview reports on longlisted candidates and select the shortlist.

The timeline later in this pack indicates the date by which decisions are expected to be made and shortlisted candidates will be advised of the outcome as soon as possible thereafter.

## Assessment

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If shortlisted, you will have the opportunity to speak to FR8PK's founding team prior to the final interview to learn more about the role and the organisation. Please note, this is not part of the formal assessment process.

You will be asked to attend a panel interview in order to have a more in-depth discussion of your previous experience and professional competence in relation to the criteria set out in the Person Specification. This interview will also involve a 5 minute presentation on a topic to be confirmed.

In line with current requirements in response to the Covid-19 pandemic, interviews are very likely to be conducted remotely, via video conference.

## Offer

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Regardless of the outcome, we will notify all candidates as soon as possible after the final interview.

# Expected Timeline

We'll try and offer as much flexibility as we can, but it may not be possible to offer alternative dates for assessments or interviews. You're therefore asked to note the below timetable, exercising flexibility through the recruitment and selection process, in order to meet the dates given. Please note that these dates may be subject to change.

Advert Closing Date	11:59am on 27 <sup>th</sup> December 2020
Longlist Meeting	w/c 4 <sup>th</sup> January 2021
Preliminary Interviews with Consultants	w/c 11 <sup>th</sup> January 2021
Shortlist Meeting	w/c 18 <sup>th</sup> January 2021
Assessments	w/c 25 <sup>th</sup> January 2021
Interviews	w/c 1 <sup>st</sup> February 2021

# FAQs

## Is this role suitable for flexible working?

We require flexible commitment with up to 18 days dedicated toward what would be considered normal business, subject to the need to meet specific or changing business objectives. If you wish to discuss your needs in more detail please get in touch with the named point of contact in this pack.

## Will the role involve travel?

Travel to sites may be required, subject to current government advice.

## Where will the role be based?

Swansea – we cannot reimburse relocation costs.

## Can I claim back any expenses incurred during the recruitment process?

No. We will not issue reimbursements, except in exceptional circumstances and only when agreed in advance.

## What reasonable adjustments can be made if I have a disability?

We're committed to making reasonable adjustments in order to support disabled job applicants and ensure that you are not disadvantaged in the recruitment and assessment process. If you feel that you may need a reasonable adjustment to be made, or you would like to discuss your requirements in more detail, please contact Wez Morgan at [wez@fr8pk.org](mailto:wez@fr8pk.org).

## Do you offer a Guaranteed Interview Scheme for Disabled Persons?

Disabled applicants who meet the minimum selection criteria in the job specification are guaranteed an interview. Selection will be on merit. If you wish to claim a guaranteed interview under the Disability Confident Scheme, you should make this clear in your application. It is not necessary to state the nature of your disability.

## What should I do if I think that I have a conflict of interest?

You should declare any interests that might cause questions to be raised about your approach to FR8PK business.

## Contact Us

For a confidential discussion please contact:

Wez Morgan  
E: [wez@fr8pk.org](mailto:wez@fr8pk.org)