



## **Job Description for the position of Executive Director**

Hacked Off, the campaign for a free and accountable press, is seeking to appoint an Executive Director to lead the campaign. For the right candidate as Executive Director, the Board will be willing to consider a less-than-full-time role.

### **Background to Hacked Off**

Established in 2011, Hacked Off campaigns for a free and accountable press.

We work closely with victims of press abuses but we are open to all. More than 175,000 people signed our petition calling for implementation of the recommendations of the Leveson Inquiry, and thousands more have signed our Leveson Royal Charter Declaration. We are not affiliated to any political party.

The Leveson Report showed how to protect ordinary people from cruel and unethical treatment by the press while at the same time safeguarding freedom of expression. Hacked Off urged the main political parties to put its recommendations into action, this resulted in the Royal Charter on press self-regulation that was endorsed by every party in the Commons in March 2013.

Hacked Off is currently campaigning for full industry participation in the Charter system, which offers substantial benefits for news publishers while giving the public vastly improved access to justice when holding the press to account through fair and effective complaints handling.

### **Hacked Off aims and objectives**

The aims of Hacked Off are to secure a free and accountable press in the UK through the enactment of the Leveson Inquiry recommendations.

Since the Inquiry reported in autumn 2012, thanks to continuing pressure from the public, the greater part of Lord Leveson's recommendations have been implemented. Outstanding are two critically important measures:

1. the commencement of Section 40 of the Crime and Courts Act 2013, which structures the incentives for news publications – on or offline – to sign up to a Leveson-compliant regulator; and
2. the establishment of the Leveson Part Two Inquiry into relations between the press the police and politicians.

Achieving these two final measures form the core objectives of Hacked Off's campaign. As the Press Recognition Panel said on page 26 of its first Annual Report to Parliament: *"Until [Section 40 is commenced], free speech and the public interest cannot be safeguarded."*

Until Section 40 and Leveson Part Two are completed, Hacked Off continues to provide a voice for victims of press abuse, holding the (non-Leveson compliant) press' regulator, IPSO, to account, publicising the continuing unaccountable behaviour of sections of the press, and maintaining pressure on members of Parliament to fulfil the undertakings they have already made for press reform.

## **Hacked Off campaign structure and organisation**

The Hacked Off Board comprises nine independent directors drawn from a wide range of backgrounds: legal, academic, journalism, as well as the private sector and public service. The Board is responsible for setting strategy and receives regular reports from campaign staff who have the primary role for its implementation. Board members, individually, contribute to different projects from their area of expertise. Both Board and authorised staff members represent Hacked Off in public.

The Board is supported by a small staff and a roster of volunteers. The campaign has a core group of supporters who have themselves been the victims of press intrusion and bullying, as well as a strong and dedicated individual supporter base drawn from across society throughout the UK. The campaign works with a network of civil society groups and campaigning organisations who share Hacked Off's concern about the unaccountability of the press.

The Board meets monthly. A Board member facilitates a weekly meeting with staff. Board members regularly act as spokespersons for the campaign. They actively support case-making and write advice and publicity material.

### ***Funding***

Most campaign funding comes from donations from Hacked Off supporters, individuals and organisations such as the Joseph Rowntree Reform Trust. The campaign has also been fortunate enough to receive donations from the damages awarded to victims of press abuse. Fundraising activities include crowd-funding appeals and celebrity events.

## Executive Director Role

### Opportunity

The Executive Director role will offer the successful candidate a unique opportunity to capitalise on the progress made to date to secure corporate accountability of the press in the UK and to protect press freedom.

### Specification

The role of the Executive Director of Hacked Off is to lead the staff team, victims of press abuse, partner organisations and supporters in an effective campaign to achieve the outstanding elements of the Leveson Recommendations.

The Executive Director Role will be to:

- **support the Board in the development of campaign strategy and, once agreed, take responsibility for its implementation using all the resources at the organisation's disposal.**
- **review the campaign's organisational arrangements and make recommendations to the Board for the optimal disposition of resources to include:**
  1. Parliamentary and legislative campaigning;
  2. monitoring and exposing the activities of the non-Leveson compliant regulator IPSO and allied organisations;
  3. maintaining mutually supportive relations with, and giving voice to, the victims of press abuse,
  4. monitoring the coverage of the campaign's areas of interest in the press and ensuring that in the press, on broadcast media and social media, Hacked Off's messages are delivered, and where necessary explained, in a timely and effective manner;
  5. optimising supporter and network support.
- **take executive responsibility for campaigns execution, administration, communications, partner relations and fund-raising, to include:**
  1. the timely execution of specific campaign projects and events, co-ordinating inputs, resources and communications for maximum effect;
  2. the streamlined and effective administration of the organisation, including line management of personnel (directly employed staff, retained experts/consultants, and volunteers, including volunteer Directors), budget and accounts (including outsourced services), and corporate governance;
  3. the timely availability of information about the campaign's activities through: publications; media briefings; the pro-active and lively management of the campaign website and social media accounts; direct communications with victims and supporters; and dynamic reactive / rebuttal work as required;
  4. the delegation of liaison with partner organisations / civil society groups to appropriate individuals, to maximise the reach of the campaign;
  5. the co-ordination of fund-raising, working closely with nominated Board members.

The Executive Director will be supported by an existing team of dedicated individuals with backgrounds in Parliamentary lobbying and campaigning, working both full- and part-time. For the right candidate as Executive Director, the Board will be willing to consider a less-than-full-time role.

## Person Specification

The Executive Director will be able to demonstrate:

1. Commitment to the ethos, purpose and positioning of Hacked Off
2. Parliamentary campaigning experience
3. Leadership ability and a proven track record in a public / voluntary organisation
4. Proven skill and sensitivity in leading people from all walks of life, to work together successfully in multifunctional teams
5. Demonstrable adeptness at building consensual teams, within and between organisations, to deliver measurable results
6. Ability to communicate, jargon-free, and with clarity to a wide range of stakeholders
7. Experience of dealing effectively with a hostile press and building relations with the media
8. Experience in operating with tight financial control and discipline
9. Acceptance of the demands of a public role in the field of press regulation
10. An understanding of and commitment to equal opportunities.

## How to apply

Application is by CV and a one-page supporting statement stating the reasons for your interest in the post and why you believe you are a suitable candidate.

Please include full contact details including daytime and evening telephone numbers.

Please apply online by email to: [admin@hackinginquiry.org](mailto:admin@hackinginquiry.org)

Please attach documents in pdf format.

The closing date for applications is midnight July 2, 2018

A long list of candidates will be invited to attend preliminary interviews during the week commencing 16 July 2018. A second interview with shortlisted candidates will then take place during the week commencing 23 July 2018. The timetable for the appointment of the Executive Director will be agreed, as soon as possible thereafter.

Hacked Off operates an Equal Opportunities Policy. For monitoring purposes, all candidates will be asked for EO information including, age, gender, ethnic origin and disability. This information will not form any part of the selection process.

For more information on the Hacked Off campaign, please visit: <http://hackinginquiry.org/>  
If you would like an informal, confidential conversation before submitting your application, please contact [admin@hackinginquiry.org](mailto:admin@hackinginquiry.org)