

Ability2Access is a UK based registered charity dedicated to education, training, employment & research & development that promotes ability and accessibility to overcome disability. This includes access to education, work, housing, leisure, health provision, transport and democracy. Research is focused on policy and practice that can enhance inclusion through improving the design and management of activities, places and organisations to make them accessible to everyone. This pioneering organisation fosters new ways of thinking and advancing knowledge through partnerships between voluntary organisations, industry, education and government.

Job Description EXECUTIVE DIRECTOR

This document summarises the purpose of the job and its key tasks. It may be varied from time to time at the discretion of the Board of Trustee-Directors in consultation with the post holder.

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| Job Title: | Executive Director (initially voluntary, later Consultancy) |
| Accountable to: | Board of Trustee-Directors |
| Supported by: | Ken Carter (Chair -Ability2Access) |
| Hours of work: | 7 or 14 hours per week (to be agreed) |
| Based at: | At home and at Ability2Access's offices at the University of Reading |
| Salary: | Voluntary in first instance |

Principal Aims:

- To develop a business plan for Ability2Access that will serve as a focus for fund raising activities;
- To raise sufficient funds to allow the establishment of the infrastructure of the organisation and enable Ability2Access's initial projects to get off the ground;
- To raise the awareness of Ability2Access as a charitable company locally, regionally, and nationally

Duties:

- To work with the Board of Trustee-Directors and its advisers in developing and maintaining Ability2Access's business and financial plans and strategies;
- Prepare and submit fund raising proposals and applications to statutory and corporate bodies, foundation trusts and individuals;
- Promote, market and enhance the brand of Ability2Access, in line with its aims and objectives, using both traditional print materials and "new media", delivering seminars, lectures and speaking at public events;
- To promote and develop the Ability2Access website (www.ability2access.org.uk) and link it to other websites;
- To support the initiation of projects which are of direct benefit to people with a variety of disabilities as well as to the ICT industry/trainers/teachers/parents/researchers etc.;
- To work with the Board of Trustee-Directors in securing the appointment of an Honorary President and Vice Presidents and other trustees/advisers representing other aspects of disability, so as to develop a network of supporters and benefactors;
- To foster income generating partnerships with other charitable bodies, government agencies, sponsors, commercial partners and the ICT industry;
- To promote and develop the Ability2Access/AVERIL (Academy for Virtual Education Research & Inclusive Learning) Centre at the University of Reading;

We are looking for a person who has a proven track record in senior management in either business, public service or charity work and who wishes to use their skills in advancing the work of a charity/educational enterprise concerned with enabling disabled people of all ages to access the things in life which able-bodied people take for granted. If you are interested in being considered for this new and exciting post or wish to discuss it further, please get in touch with:

Ken Carter (Chair of Ability2Access)
Work Telephone Number: 01189313240
Home Telephone Number: 01491 576281
Email Address: ken.carter25@gmail.com or ken@deafax.org
Website: www.ability2access.org.uk

Trustee Directors:

Ken Carter - Chairperson
Trevor Bottomley - Company Secretary
Stephen Spires – Treasurer
Sandra Lee
Andrew Harland

Advisers: **Professor Hans Haenlein MBE, Architect**
Nicholas Levison - Legal
Professor Robert Gurney OBE - Disability
Bryan Tutt - Building Construction
Helen Lansdown - ICT & Deafness/Disability
Les Venus - Equality and Access
Andrew Rickell - Business Management & Disability

Research & Development

Professor Brian Goodall

Operational Address:

Ability2Access, G14, Building LO 11, Institute of Education, University of Reading, London Road, Reading, Berkshire RG1 5AQ, UK - Telephone 0118 931 3240 email ken@deafax.org www.ability2access.org.uk

Registered Address:

121 Greys Road, Henley-on-Thames, Oxon, RG9 1TE

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