



Chief Executive Officer Recruitment Pack



ROLE SUMMARY: CHIEF EXECUTIVE OFFICER

B Sharp is seeking a visionary Chief Executive Officer to lead the organisation into its next chapter of growth. This is a unique opportunity to shape the future of a small, dynamic charity based on the south coast of England, inspiring young people's creativity, learning and community engagement through music.

As CEO, you'll set the direction for B Sharp, making sure we stay true to our vision whilst ensuring operational excellence, financial stability and long-term impact. You'll lead the organisation; build strong relationships with funders, partners and stakeholders and lead a committed team delivering high quality music programmes which make a difference to young people's lives.

JOB TITLE: - Chief Executive Officer

CONTRACT: Permanent, 0.6 FTE (22.5 hours per week worked flexibly)

SALARY: £42,000 pro rata

LOCATION: Flexible in East Devon/ Dorset with regular presence in our Axminster office.

BENEFITS: Annual leave entitlement is 20 days a year, plus public holidays (pro rata)

REPORTS TO: Chair of Trustees

LINE MANAGES: Operations Manager, Artistic Lead, Freelance Music Leaders

ARE YOU THE LEADER WE'RE LOOKING FOR?

We're seeking a Chief Executive Officer who has:

- Leadership experience in a charity, community or arts organisation
- Proven track record in fundraising and generating income
- Experience of programme delivery with measurable impact
- Confidence in managing budgets and financial reporting
- Ability to inspire and engage our team, our community and our stakeholders

Find out more about [B Sharp here](#)



ABOUT B SHARP

A message from the Chair:

"At B Sharp, we believe music has the power to change young lives. Since 2007, we've given thousands of children and young people across Dorset, East Devon and South Somerset the chance to make music, perform, and grow in confidence. For many, we are the only way they can access music — and every day we see the impact it has on wellbeing, skills, friendships and aspirations.

We are proud of what we've achieved so far, but we're ambitious for the future. Music education is shrinking in schools, opportunities are unevenly spread, and many young people face real challenges. That makes our work more important than ever. Over the next three years we aim to reach more young people, expand geographically, strengthen our financial resilience, and deepen our partnerships with schools and community organisations.

This is an exciting moment to join B Sharp. As our new CEO you'll lead a small but passionate team, supported by experienced trustees and a strong local reputation. You'll have the chance to shape our future direction, bring fresh ideas, and build on a strong foundation. If you want to lead an organisation that is dynamic, creative and making a real difference, we'd love to hear from you".

Julie Sheppard, Chair of B Sharp Board of Trustees



SUMMARY OF KEY RESPONSIBILITIES

Leadership & Strategy

- Drive the strategic development and operational delivery of B Sharp's mission.
- Inspire and engage stakeholders, funders, and the wider community.
- Build partnerships across education, arts, and community sectors.

Programme Oversight

- Ensure the quality, innovation, and effectiveness of all programmes.
- Lead monitoring and evaluation to demonstrate impact and inform growth.
- Champion youth voice, inclusion, and accessibility.

Fundraising & Development

- Lead income generation through grants, sponsorships, and individual giving.
- Cultivate relationships with funders and partners.
- Lead on bid writing and funder reporting.

Communications & Advocacy

- Shape and lead B Sharp's communications strategy.
- Represent the organisation at public events and in the media.
- Raise B Sharp's profile locally, regionally, and nationally.

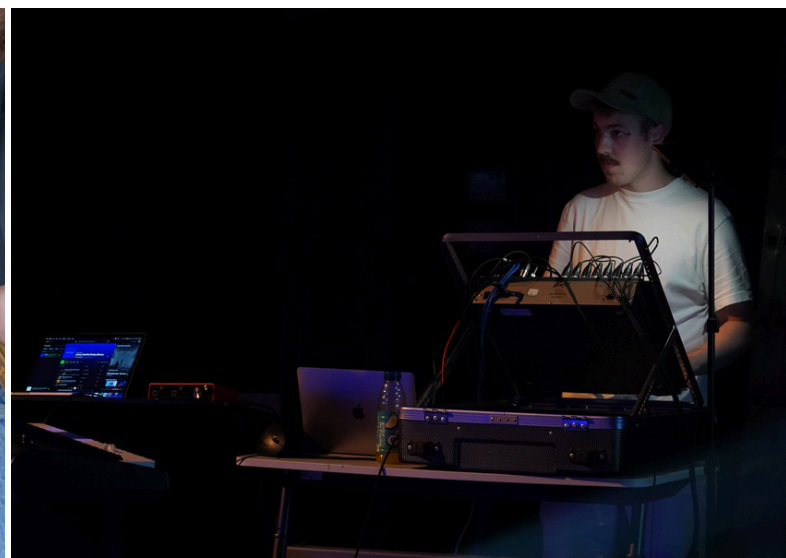
Team & Culture

- Manage and develop the core staff team.
- Foster a positive, inclusive, and collaborative working environment.
- Ensure compliance with employment law, safeguarding, and health & safety.

Finance & Governance

- Work with the Operations Manager and Treasurer to manage budgets and cashflow.
- Ensure compliance with charity and company law.
- Oversee assets and ensure effective use of resources.

Please see the [full job description for more information](#)





HOW TO APPLY

If you're ready to make a lasting impact, we'd love to hear from you.

Please submit your CV and a cover letter of no more than 500 words outlining your suitability for the role and the names of two referees and their contact details.

Your application should be submitted via email to info@bsharp.org.uk by 12 noon on Friday 24th October.

Application Deadline: 12 noon on Friday 24th October

Interview Date: Monday 3 November 2025, Axminster

Any questions?

If you have any questions about the role, B Sharp or the recruitment process, please email your questions to info@bsharp.org.uk in the first instance.





"B Sharp helped my confidence hugely"

"B Sharp has been an amazing experience for our children"

"a really safe professionally held way for more vulnerable young people to access music"