

Managing Director: Bristol Creative Industries

Location: Bristol

Contract: Full-time, Open to Part-Time

Reports to: Co-Chairs of the Board

Team: Small executive team plus key contractors & partners

Role Purpose

The Managing Director (MD) of Bristol Creative Industries will provide inspirational leadership, drive sustainable income growth & ensure operational excellence across the organisation. This is a hands-on role, combining strategic direction with active delivery - leading a small team while developing partnerships, actively generating revenue & championing the region's creative sector.

As the operational & commercial lead, the MD will play a pivotal role in building BCI's profile, strengthening member value & securing a resilient financial future.

Key Responsibilities:

1. Strategic Leadership & Growth

- Shape & execute BCI's strategic plan in collaboration with the Board
- Lead the development of new initiatives, partnerships & services that support members & grow revenue
- Set organisational culture, tone & direction - ensuring BCI reflects the values of the creative industries it represents across the region

2. Commercial & Financial Management

- Hold P&L responsibility, including forecasting, budgeting & reporting to the Board
- Drive income streams such as membership, sponsorship, partnerships, grants, events & strategic programmes
- Identify & pursue new commercial opportunities to strengthen BCI's long-term financial sustainability

3. Business Development & Stakeholder Relationships

- Working with the Membership Manager, act as a senior ambassador, fostering strong relationships with members, partners, sponsors, policymakers & regional/national stakeholders
- Lead high-value partnership conversations & secure new business opportunities
- Build long-term trust with key clients, funders & supporters

4. Operational Management

- Oversee day-to-day operations, ensuring effective processes, governance & resource management
- Improve organisational systems, technology & workflows to enhance efficiency – including CRM process, website performance

- Oversee & contribute to marketing communications activities including channel strategy, content planning, community engagement & growth
- Deliver high-quality programmes, events & services for members & the wider creative community

5. Team Leadership & Culture

- Lead & be a trusted mentor for the 4-strong motivated executive team
- Foster a collaborative, creative, inclusive environment in line with BCI's mission & values
- Oversee recruitment, contractor management & staff development to ensure organisational & individual KPIs are met

6. Industry Representation

- Serve as the public face of BCI - speaking at events, representing the sector in media & policy conversations & championing the region's creative industries
- Build BCI's reputation locally, nationally & internationally

Required Skills & Experience

- Proven senior leadership experience within a creative, marketing, digital, or media organisation, or within a creative industry network/association.
- Demonstrable success in driving commercial performance - ideally in a membership or partnership-driven environment.

Skills & Competencies

- Commercial Acumen: Strong understanding of financial management, revenue models, pricing & P&L oversight
- Strategic Leadership: Ability to translate big-picture goals into actionable plans, adapting quickly to industry changes (including AI, digital transformation & new business models)
- Business Development: Confident in securing partnerships, funding & sponsorships.
- Communication & Influence: Excellent interpersonal, negotiation & public-speaking skills.
- Operational Strength: Experience running lean teams, hands-on approach & optimising systems & processes available
- Sector Awareness: Passionate about the creative industries & the role they play in economic & cultural growth

Key Performance Indicators (KPIs) for the role:

- Revenue Growth: Year-on-year increases across membership, sponsorship & partnerships, working to deliver financial goals
- Profitability & Financial Stability: Effective cost control, sustainable budgeting & diversification of income
- Membership Outcomes: Increased membership numbers, retention, engagement & satisfaction.
- Partnership Development: Number & value of new and renewed partnerships /sponsorships
- Operational Delivery: On-time, on-budget delivery of programmes & events
- Team Performance: Strong staff retention, development & engagement

- **Industry Impact:** Enhanced visibility & influence for BCI within the regional & national creative ecosystem

Summary of working arrangements:

- **Hours:** ideally Full Time, would consider PT: no less than 30 hours per week
- **Salary:** £60,000 to £65,000 (pro rata for PT)
- **Holiday:** 25 days plus Bank Holidays
- **Location:** Flexible. Ideally Bristol-based to facilitate demands of weekly meetings & events. No permanent office. Remote & hybrid working
- **Contract:** Fulltime / PT position