

Non-Executive Directors

Mentera

We are Mentera. We empower businesses in Wales and beyond to grow confidently and reach their full potential.

Are you passionate about Wales' economic success?

Do you want to help support our drive for a prosperous Welsh economy driven by a movement of thriving businesses?

We want to recruit up to three new non-executive directors to offer strategic guidance and an independent perspective at an extremely exciting time for the company.

MENTERA



Welcome!

Thank you very much for showing an interest in becoming one of Mentera's non-executive directors. This is a great opportunity to play a key role in a company that has been nurturing and inspiring businesses across Wales for 35 years and which has exciting and ambitious plans for the future.

Mentera, formerly Menter a Busnes, was established in 1989 on a relatively small scale with the vision of trying to ensure that Welsh speakers are playing the fullest possible role towards developing the economy in Wales.

The company's role and range of work has developed significantly over the years to the point now where we have an annual turnover over £22 million and we deliver a number of significant business support programmes on behalf of Welsh Government and others, as well as a growing portfolio of commercial services.

Last year we launched our ambitious strategy up to 2030, as well as a new name and company brand. Our vision is a prosperous Welsh economy driven by a movement of thriving businesses that stand confidently alongside the world's best.

Our work and services are based on nurturing innovation, working dynamically and making a difference and these core principles drive us in everything we do.

We want to appoint up to three new members of the board, to reinforce the current membership, and to help us respond honestly and diligently to the challenges that lie ahead of us as a company, and as a nation. This is a fascinating opportunity that requires vision, ambition and enthusiasm for developing the economy in Wales.

We really hope you can join the team!

Fflur Jones

Chair of Mentera



Mentera

Mentera is Wales' leading independent business development company. We help make things happen. Whether you're grassroots or global, we give businesses the opportunity to be world-standard.

Our purpose is to inspire and nurture enterprising thinking across businesses and communities, building their ability to generate prosperity.

We help small and large businesses to grow and prosper whilst supporting and encouraging people to set up new, innovative businesses. We achieve this across Wales by providing high-quality tailored services, and by utilising our staff's expertise, our physical presence across the country as well as our partnerships and contacts in industry and government.

Mentera (*formerly Menter a Busnes*) has been inspiring and supporting people and businesses across Wales since 1989.

We're second-to-none in our ability to offer a wide range of services bilingually.

We have over 160 staff located in five offices across Wales, as well as some home-based staff and around 60 freelance workers deliver work for the company at any one time.

The company's turnover during 2023-24 was over £22m.

Our website lists some of the projects and programmes in the company's portfolio and sets out our strategy for the next six years.

We also provide specialist commercial services to reduce the increasing stress on busy business owners – releasing them to be able to concentrate on what they do best.



Mentera. Nurturing Innovation. Working Dynamically. Making a Difference.

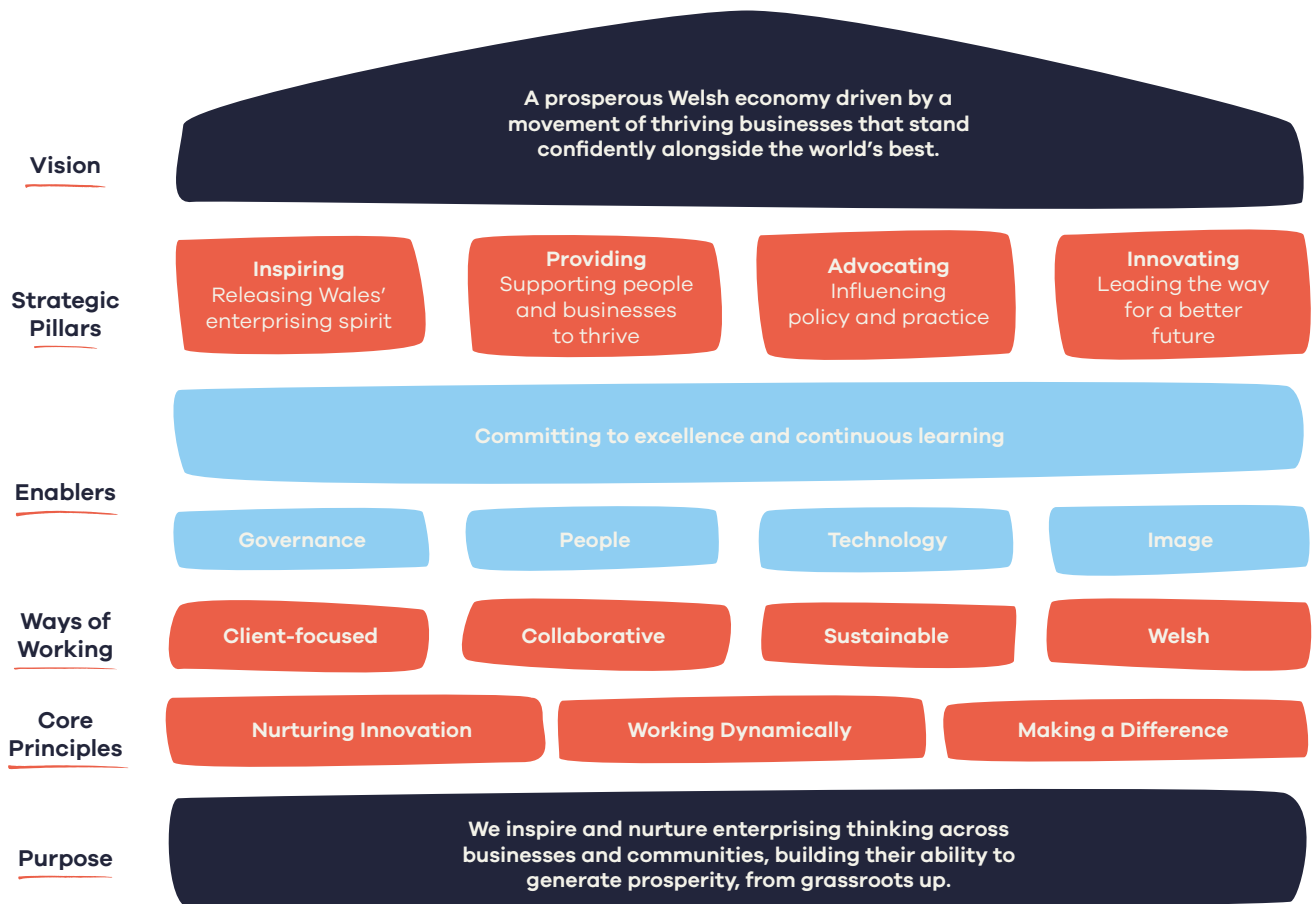
Our aims

Inspiring: Releasing Wales' enterprising spirit. We enthusiastically inspire people and businesses by sharing real and compelling stories.

Providing: supporting people and businesses to thrive. We are passionate about supporting Welsh businesses to innovate, grow and thrive by sharing our expertise, helping people make connections and providing tailored assistance.

Innovating: leading the way for a better future. We innovate by building on our current expertise and strengthening our understanding, our provision and our methods.

Advocating: Influencing policy and practice. We are key players in the business support sector in Wales and we're keen to collaborate with our partners to share, learn and improve the way businesses are supported.



Governance

We act on principle and aim to always uphold the highest professional and moral standards. We regularly evaluate and update our structures and ways of working and have developed rigorous and transparent governing systems which means that we have strong guidelines in place for conduct and decision-making. Looking to the future we will develop a method of working that strives towards sustainability, inclusivity and economic growth.

The company has a Board of directors that comprises of six Executive Directors (*including the Chief Executive*) and 10-13 Non-executive Directors (*including the Chairperson*). The Chief Executive is accountable to the Chairman of the Board.

The company operates within the ISO9001 quality assurance scheme and is accredited annually. It is also committed to meeting standards such as BS8555, Cyber Essentials Plus (*to do with technology and data protection*), C2E Gold Standard (*Committed to Equality*), Prompt Payment Code requirements, and 'The Welsh Offer' action points regarding the use of the Welsh language.



About The Role

KEY FACTS

- A voluntary appointment, with travelling and subsistence costs paid for
- A commitment of four meetings a year
- Meetings are held as a mix of virtual and face-to-face across Wales
- A service period of three years initially, with a possible extension of a further three years

PURPOSE

- Work with the Chair of the Board, and the other non-executive members, to support the team of executive directors to drive delivery of Mentera's strategic plan, contributing to Mentera's success and financial sustainability
- Bring a unique professional viewpoint and experience to the Board that will add value to the company's long-term direction
- Specifically, we are looking to:
 - Improve diversity and ensure our Board better reflects every community across Wales
 - Bring in expertise in: digital; food and drink/tourism; finance; innovation
 - Improve geographical representation, in particular from North Wales



About The Role

RESPONSIBILITIES

- Ensure high standards of corporate governance at all times
- Guide the company's strategic direction within the agreed policies framework and resources including in any strategic plans
- Scrutinise delivery of outcomes through monitoring performance against agreed strategic objectives and targets
- Ensure that Mentera operates within the limits of its constitutional authority; and in accordance with any other conditions set by funders
- Ensure that Mentera has considered any relative guidance when making decisions
- Ensure that Mentera operates equal opportunities and equality policies for the Board and its committees, Mentera officers and any projects and activities funded by Mentera
- Ensure that Mentera operates robust environmental policies and delivers its functions in a way that is aligned with the responsibility to promote sustainable development



About The Role

DUTIES

- Prepare for, and attend, every Board meeting and contribute to, and be a part of, key decisions regarding the company's strategy
- Work closely with the Chairperson and the Chief Executive when giving advice and encouragement to the company in relation to formulating, developing and implementing policies and delivering its responsibilities and objectives
- Give authoritative and timely advice to the Chairperson and Chief Executive as required between meetings
- Contribute to the general effectiveness of the Board and its committees, as well as maintaining the highest possible corporate governance, integrity and equity standards



About The Role

PERSONAL SKILLS AND EXPERIENCE

- A strategic thinker with the ability to think long-term
- The ability to constructively challenge and offer practical support
- A strong networker, who is ready to be an ambassador of the company in their life outside of the Board
- Bilingual skills desirable (Welsh and English)
- Integrity and credibility
- An excellent communicator; able to convey a point to a wide variety of people, and able to respect and work well with others
- Able to ensure supervision that provides efficient, effective and economic use of resources
- The ability to create and contribute to a culture of innovation and constant improvement at Board level to support the implementation of the strategy



The Application Process

To arrange an informal chat about this opportunity, send an email to llyr.roberts@mentera.cymru.

To apply, please send your CV and cover letter to llyr.roberts@mentera.cymru.

The deadline for applications is **midday, 07.02.2025**.

We will inform you in good time if your application has been successful, and to arrange an interview. Please remember to let us know if you need any special adaptations or arrangements.

Mentera is committed to support equality and diversity and create an inclusive working environment. We believe we can do this through attracting, developing and maintaining a wide variety of staff from different backgrounds that are eager to create an organisation that tries to fulfil its social, cultural and economic commitment to Wales and the world.

BENEFITS STATEMENT

Applicants should state any personal, professional or business benefits that could influence their opinion whilst acting as a Director for Mentera.

The logo for Mentera, featuring the word "MENTERA" in a bold, orange, sans-serif font. The letters are slightly arched at the top, and the 'M' and 'A' are larger than the other letters.