

Non-Executive Chair

Mentera

We are Mentera. We're here to nurture a prosperous Welsh economy driven by a movement of thriving businesses that stand confidently alongside the world's best.

Do you want to see businesses in Wales succeed? Are you passionate about Wales's economic success? Do you want to help support our drive for a prosperous Welsh economy driven by a movement of thriving businesses? Do you have experience of helping businesses ensure good governance as the foundation of success?

We are recruiting a new chair to lead our dynamic and experienced Board of Non-Executive Directors, as our current Chair comes to the end of her term. You will 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 Mentera's chair. It has been my privilege to lead the Board for the last six years and to oversee a period of considerable growth and development. As the second of my two terms comes to an end, we are looking for someone new to lead the Board and help steer this exciting company in its next chapter.

The company's role and range of work has developed significantly over the years to the point now where we have an annual turnover around £20 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.

In 2025 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 an experienced and ambitious chair to lead our dynamic and diverse Board and to help us maintain high standards of governance and accountability. This is a fascinating opportunity that requires vision, ambition and enthusiasm for developing the economy in Wales.

If you think your skills fit the bill, get in touch!

Fflur Jones

Chair of Mentera



Key Facts

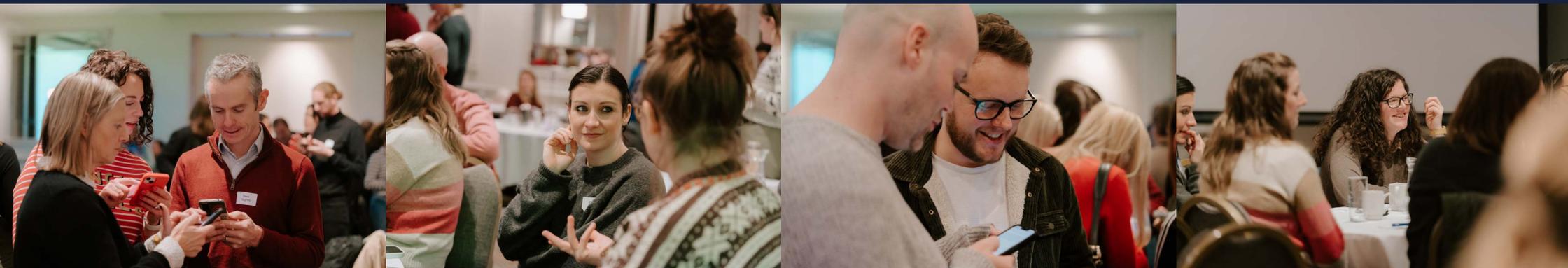
- A voluntary appointment, with travelling and subsistence costs paid for
- A commitment of four Board meetings a year
- Meetings are held as a mix of virtual and face-to-face across Wales
- An initial three-year term, with a possible second term

Purpose

- Work with the other non-executive members to support the Chief Executive and Leadership Team 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
- We are looking for experience in Board leadership or other senior leadership; deep understanding of corporate governance and risk management; excellent communication and facilitation skills; a good knowledge of a relevant sector for the company; and a passion for our purpose and vision.

Role is responsible for the following main areas:

- Leadership and Governance
- Board management
- Governance-level oversight
- Stakeholder engagement



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



Duties

- Work with the Chief Executive to develop forward plan and agenda for Board meetings
- Prepare for, and chair, every Board meeting and contribute to, and be a part of, key decisions regarding the company's strategy
- Work closely with the Chief Executive and Board 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 Chief Executive as required between meetings
- Lead on the overall effectiveness of the Board and its committees, as well as maintaining the highest possible corporate governance, integrity and equity standards

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 for 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

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.

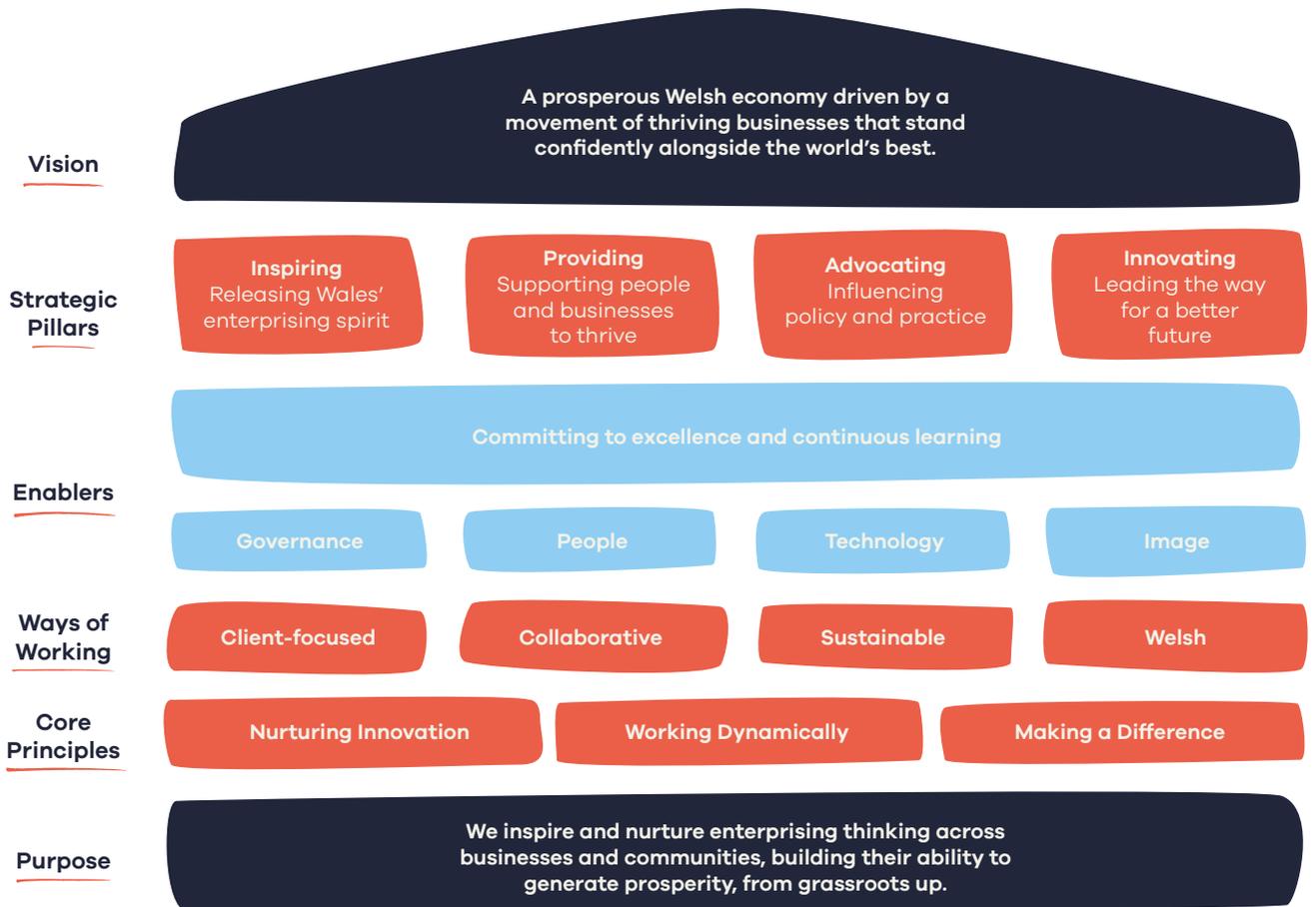
We also provide specialist commercial services to reduce the increasing stress on busy business owners – releasing them to be able to concentrate on what they do best.



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

Our Strategy

Our corporate strategy – **O'r Fro I'r Byd** – outlines our vision, purpose and strategic aims, summarised below.



Governance

We 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 are aiming to improve in areas of sustainability, diversity and inclusion.

Mentera operates a two-tier governance structure.

The company's strategic and supervisory functions are the responsibility of the Board of Directors (the Board). The role of the Board is to govern and oversee the company's objectives, operations, and strategic direction.

The Board is comprised of 12 Independent Non-Executive Directors, responsible for providing impartial scrutiny and strategic oversight. In line with the UK's Corporate Governance Code, a Chair provides objective leadership to the Board. The role helps ensure the effectiveness of the Board and helps safeguard the interests of all stakeholders.

Following the success of our first ever Junior Director program in 2022, the Board also has a dedicated position for a representative under the age of 30. In addition to providing the company with valuable insight, the position was created to help young people to develop valuable Board experience.

The Chief Executive and a team of executives manage the company's operations under the guidance and governance of the Board. To ensure and promote efficient day-to-day management of Mentera, the Board delegates its authority to the executive officers in accordance with the Power of Attorney.

Mentera's Leadership Team is comprised of eight roles: Chief Executive Officer; 2 x Directors of Service Delivery; Director of Business & Finance; Director of Communications and Marketing; Director of People and Places; Head of Technology, Change & Innovation; and Head of Commercial Development.

The company's activities are managed through two main decision-making bodies: the Leadership Team and Management Team. Amongst other things, the Leadership Team oversees the annual operational planning cycle, considers the operational plans for the key areas of the company, and ensures that business, financial and physical planning are properly integrated.

The Management Team helps enhance cross-function strategic and operational planning and implementation. With a team of managers representing departments and programmes, they help get a pulse on the day-to-day operations and company culture, strengthen relationships, build trust, and identify concerns, challenges, or opportunities for improvement.

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.



The Application Process

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

The deadline for applications is **17/04/26**. Interviews will be held week commencing **04/05/26**.

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 shadowed and have a slight 3D effect, giving it a modern and dynamic appearance.