

Managing Director

Salary: Dependent on experience

Location: Flexible/Hybrid (UK-based)

Hours: Full-time (or 4 days per week by agreement)

Reports to: Board of Trustees

Direct Reports: Small staff team, freelancers, and volunteers

About Travellers Times

Travellers Times is the UK's community-led magazine and website for Romany, Traveller, and Roma communities. Run by and for the community, we provide a platform for voices, stories, experiences, achievements, and perspectives that are often absent from mainstream media.

Through journalism, storytelling, community engagement, and advocacy, we challenge stereotypes, celebrate culture and heritage, provide practical information, strengthen community connections, and amplify voices that influence policy and public understanding.

As a small but ambitious charity, we are entering an exciting new phase of development and are seeking a dynamic Managing Director to lead the organisation, secure its long-term sustainability, and increase its impact across the UK.

Purpose of the Role

The Managing Director will provide strategic and operational leadership for Travellers Times, ensuring the charity is financially sustainable, effectively managed, and delivering meaningful impact for Romany, Traveller, and Roma communities.

As the senior employee of a small organisation, the Managing Director will be both a leader and a hands-on practitioner. They will work closely with staff, freelance contributors, trustees, funders, partners, and community members to oversee all aspects of the charity's work, including fundraising, financial management, organisational development, partnership building, and programme delivery.

The Managing Director will champion the voices of Romany, Traveller, and Roma communities and ensure that community participation remains at the heart of everything Travellers Times does.

Key Responsibilities

Leadership and Strategy

- Lead the development and delivery of Travellers Times' strategic objectives.
- Work with the Board of Trustees to shape the charity's future direction and growth.
- Ensure the organisation remains community-led and accountable to the communities it serves.
- Identify opportunities to increase impact, reach, influence, and sustainability.
- Promote a positive, inclusive, and values-driven organisational culture.

Fundraising and Income Generation

- Lead all fundraising activity and income generation.

- Develop and maintain strong relationships with trusts, foundations, statutory funders, corporate supporters, and individual donors.
- Research, write, and oversee high-quality funding applications and proposals.
- Develop partnership opportunities that support organisational growth and sustainability.
- Ensure all grant reporting and funder requirements are met.
- Diversify income streams and build long-term financial resilience.

Operational Management

- Oversee the day-to-day running of the charity.
- Manage a small staff team, freelancers, contractors, and volunteers.
- Ensure appropriate policies, systems, and procedures are in place and regularly reviewed.
- Lead organisational planning, monitoring, evaluation, and reporting.
- Ensure compliance with charity law, employment legislation, safeguarding requirements, data protection legislation, and other regulatory obligations.

Financial Management

- Develop and manage organisational budgets and cashflow.
- Monitor income and expenditure and provide regular financial reports to the Board.
- Work with trustees and accountants to ensure robust financial management and controls.
- Ensure resources are used efficiently and effectively to maximise impact.

Editorial and Programme Oversight

- Provide strategic oversight of the Travellers Times magazine, website, digital platforms, and community projects.
- Support staff and contributors to produce high-quality, community-led content.
- Ensure content reflects the diversity, priorities, and experiences of Romany, Traveller, and Roma communities.
- Encourage participation and skills development among community reporters, writers, and contributors.
- Support the development of new projects, partnerships, and initiatives.

External Relations and Advocacy

- Act as the principal spokesperson and ambassador for Travellers Times.
- Build strong relationships with community organisations, media partners, policymakers, funders, and stakeholders.
- Raise the profile of Travellers Times nationally and regionally.

- Represent the charity at conferences, meetings, consultations, and public events.
- Promote positive representation and greater understanding of Romany, Traveller, and Roma communities.

Governance

- Support the Board of Trustees in fulfilling its governance responsibilities.
- Prepare reports and papers for Board meetings.
- Ensure effective risk management and organisational accountability.
- Contribute to the development of policies, business planning, and organisational performance monitoring.

Person Specification

Essential

- Significant experience in a leadership, management, or senior development role within the charity, community, media, cultural, or social justice sectors.
- Demonstrable success in securing grant funding and developing sustainable income streams.
- Experience of managing budgets and organisational finances.
- Experience of leading and motivating small teams.
- Strong project management and organisational skills.
- Excellent written and verbal communication skills.
- Ability to build productive relationships with a wide range of stakeholders.
- Understanding of governance and the legal responsibilities of charities.
- Commitment to equality, social justice, and community empowerment.
- Understanding of issues affecting Romany, Traveller, and Roma communities or a strong willingness to develop this expertise.

Desirable

- Lived experience as a member of a Romany, Traveller, or Roma community.
- Experience in publishing, journalism, communications, or digital media.
- Experience of community-led participation and engagement.
- Knowledge of policy and advocacy relating to Romany, Traveller, and Roma communities.
- Existing relationships with relevant funders and sector networks.

Personal Qualities

The successful candidate will be:

- Passionate about empowering Romany, Traveller, and Roma communities.
- Entrepreneurial and proactive in identifying opportunities.
- Comfortable balancing strategic thinking with practical delivery.
- A collaborative and inclusive leader.
- Resilient, adaptable, and self-motivated.
- Committed to the values of participation, respect, equality, and social justice.

Equal Opportunities

Travellers Times is committed to building an organisation that reflects and represents the communities it serves. We particularly welcome applications from Romany, Traveller, and Roma candidates and from people with lived experience relevant to our mission.