

Coventry & Warwickshire
Chamber of
Commerce

Recruitment to the role of

Chamber of Commerce President

Autumn 2025



Coventry & Warwickshire
Chamber of
Commerce
The Ultimate Business Network

**WHERE
BUSINESS
BELONGS**
BE IN GOOD COMPANY



The Leading Voice of Business

Coventry & Warwickshire Chamber of Commerce

Founded in 1903, Coventry & Warwickshire Chamber of Commerce is the leading voice of business across the region, supporting companies of all sizes and every sectors for over 120 years.

As a dynamic, member-driven organisation, we champion the interests of local businesses, provide expert advice, and create opportunities for growth through networking, training, international trade support, and policy influence.

With strong connections to government, local authorities, and regional partners, we help shape the economic agenda and ensure our members' voices are heard where it matters. From start-ups to established firms, we empower businesses to thrive in a competitive and ever-changing environment.

There's a Chamber of Commerce dedicated to every region of the UK. As a result, we're uniquely placed to help businesses of every size and sector. Meaning from micro-one-person businesses to our country's largest employers, we're all in it together, locally, nationally and globally.

The Chamber of Commerce Group consists of the Chamber of Commerce, Coventry & Warwickshire Chamber of Commerce Training and Destination Coventry.

**Together, we're building a stronger, more connected
Coventry and Warwickshire economy.**



Part of a Powerful Network

British Chambers of Commerce (BCC)

The British Chambers of Commerce (BCC) unites 51 accredited UK Chambers and operates in over 75 international markets, through the Global Business Network.

Within the Chamber Network, businesses have the opportunity to grow, thrive, and empower their communities. With roots in the UK and with international influence, our powerful Network amplifies its members' voices, giving companies the opportunity to drive change both in their communities and on the global stage.

Built on over 160 years of history, the Chamber of Commerce Network is passionately committed to giving companies a place to be inspired, the support to grow, and a space where every business belongs.

We are Where Business Belongs.

Accredited Chambers of Commerce are respected advocates for the business communities they represent, ensuring their priorities and concerns are heard in the corridors of power. Policymakers and parliamentarians frequently seek our opinions, recognising our expertise in shaping the business agenda.

Together, we can be architects of a thriving economic landscape.



Chamber of Commerce President

Role

Chamber President (Non-Executive
Director)

Accountable To

Chamber Members and the Board of
Directors

Term of Office

1 Year Term

(+ 1 Year additional Term if re-elected)



Chamber President

Non-Executive Director Role

About the Role

The President of the Coventry & Warwickshire Chamber of Commerce (CWCC) serves as the figurehead and key advocate for the Chamber, leading its mission to support the regional business community, enhance economic growth, and strengthen connections between businesses, policymakers, and stakeholders.

The President will champion the interests of local businesses, represent CWCC at a regional and national level, and work closely with the Board and executive team to shape and implement strategic priorities.

Our new President must be a Chamber Member and have the energy, business experience and connections to make the role a success. We want someone who personifies the entrepreneurial spirit of Coventry and Warwickshire, and we'll support them at every step to make the term unforgettable.

Term of Office

The term of the President shall be one year from the close of the Annual General Meeting at which the election took place. A retiring President may be nominated by the Recruitment & Selection Committee to serve a maximum of one further term of one year.

Composition of the Chamber Board:

Under the Articles of Association, the CWCC Board comprises of the following Directors:

- Chief Executive
- Finance Director
- 7 x Non-Executive Directors (1x NED appointed in the role of Chair)

Each of the above being either Individual Members or a representative of a Corporate Member.



Summary of Duties

Leadership & Advocacy:

- Serve as the chief ambassador and spokesperson for the Chamber of Commerce, advocating for Coventry & Warwickshire's business community on matters of economic growth, policy, and regulation.
- Lead engagement with key stakeholders, including business leaders, local authorities, government bodies, and industry organisations.
- To chair the new Quarterly Business Assembly of the Chamber of Commerce
- Promote the region as an attractive destination for investment, business growth, and innovation. Support initiatives that create jobs, boost productivity, and improve the region's competitiveness.
- Ensure the long-term sustainability and relevance of the Chamber of Commerce, setting priorities that align with the evolving needs of the business community.
- Work with the Board of Directors to develop and implement a clear, strategic vision for the Chamber.



Summary of Duties

Public Relations & Communications:

- Represent the Chamber of Commerce at public and private events, speaking on behalf of the business at conferences, media engagements, and industry forums.
- Maintain positive relationships with the press and local media outlets to enhance the Chamber of Commerce's visibility and influence.
- Deliver key messages to members, stakeholders, and policymakers on behalf of the Chamber of Commerce.
- Provide guidance to the Board on the policy and external presentation of the Chamber of Commerce.

Stakeholder Engagement:

- Act as a senior ambassador for the Chamber, representing the organisation in high-profile engagements with regional, national, and international stakeholders.
- Build and maintain strong relationships with key business leaders, local authorities, policymakers, and trade organisations to influence business-friendly policies and initiatives.
- Ensure the Chamber's voice is heard on important regional issues, advocating for the needs of members and the wider business community.



Summary of Duties

Chamber Member Engagement & Development:

- Oversee initiatives to drive membership growth, retention, and satisfaction, ensuring that the Chamber delivers value to its members.
- Work closely with the CEO and Board to identify key issues facing the business community, ensuring the Chamber remains a powerful advocate for its members on matters such as local economic development, skills, trade, and policy.
- Actively engage with Chamber members to understand their needs, challenges, and opportunities. Work to increase membership and deepen member involvement, creating valuable opportunities for networking, business growth, and professional development.
- Ensure a focus on inclusivity, supporting small businesses, startups, and underrepresented sectors across the region.

Partnership & Economic Development:

- Lead initiatives that drive innovation, job creation, and skills development within Coventry & Warwickshire.
- Collaborate with wider national & international Chamber networks (i.e. the British Chamber of Commerce) to influence policies that affect local businesses.
- Facilitate partnerships between the Chamber and external organisations, including universities, local government, industry bodies, and international trade agencies, to foster economic growth and business opportunities.



Summary of Duties

Essential Qualifications & Experience:

- Be socially at ease, articulate, diplomatic and politically astute, with experience representing organisations at high-profile events.
- Strong understanding of the business landscape across Coventry & Warwickshire, and the wider UK, with experience in advocating for business interests.
- Proven leadership experience, with a track record of fostering relationships with key stakeholders, government bodies, and business communities.
- Experience in governance and working with Boards and executive teams.
- Have absolute integrity both personally and professionally.



Summary of Duties

Desirable Skills & Attributes:

- Passion for promoting regional economic development and supporting business growth.
- Deep knowledge of policy issues affecting the business community, including economic, industrial, and trade policies.
- Inspirational leadership style, with the ability to influence and galvanise others.

Key Relationships:

- Chamber of Commerce Board of Directors
- CEO, Executive Team & Senior Management Team
- Local and regional business leaders
- Government and local authorities
- Media and press outlets
- National Chamber of Commerce network



Summary of Duties

Time Commitment:

- This role is primarily an outward facing role, representing the Chamber of Commerce at key events, that will be agreed with you in advance, and the Chamber Team will manage all admin duties on your behalf. This will include our Annual Business and Economic Conference, Annual General Meeting (AGM) and our Business and Community Awards.
- Although the President isn't expected to attend all Chamber of Commerce Board meetings, the Board currently holds 6 x meetings per annum, with additional meetings as required. The duration of each meeting is typically 2 x hours, held on Monday's between 5pm – 7pm.
- The President should also allow time for press and media interviews, as required, and to work with our PR and Comms team on press releases and magazine articles.

Remuneration & Expenses:

- The role of President is un-remunerated, although all reasonable expenses are refunded, including all direct and indirect expenses, accommodation and travelling expenses, reasonably and properly incurred and documented.



Next Steps

If you wish to apply for this role, please submit your CV, via email, to:

Matthew Hammersley
HR Manager
Coventry & Warwickshire Chamber of Commerce
matthewh@cw-chamber.co.uk

Applications close on Wednesday 8th October 2025.

We look forward to receiving your application!

