

NON-EXECUTIVE DIRECTOR RECRUITMENT PACK

Autumn 2026

Closing date: Friday 16 October 2026



WELCOME TO GAYDIO

We are the UK's LGBTQ+ station and training organisation, serving LGBTQ+ people across the UK. Each week our broadcasts reach over half a million people, listening on FM or DAB digital radio in cities including London, Manchester, Birmingham, Glasgow and Brighton, or through our app and smart speakers.

Our on-air format is an upbeat mix of pop and dance music, with engaging, topical content focused on our audience. One minute we're bringing a unique perspective from a Pride festival, the next we're talking to influential people about serious issues, such as mental health or hate crime, that affect our community. It's a constant drumbeat of content reflecting the full diversity and colour of LGBTQ+ life, on air, online and across social media.

Alongside the radio service we run our training and development arm, the Gaydio Academy. Each year over 250 people engage with us, whether on one of our grant-funded courses or by volunteering with the organisation. Our strength is connecting the two: content that is not only for the community, but made by it.

We also deliver events throughout the year. The biggest is the annual Gaydio Pride Awards, an open nomination process with thousands of entries from across the UK, celebrating people who contribute to our community and tackle the disadvantage many LGBTQ+ people experience. We also run regular LGBTQ+ business networking events.



TWENTY YEARS ON AIR

We're no newcomer. Gaydio launched as a temporary pop-up radio service in 2006, and over the last 20 years it has been built by experienced, passionate people. We now have a staff team of more than 20 and an annual turnover of over £1 million, with our main studio in Manchester and a second studio in Brighton.

Gaydio is a group of four organisations, Gaydio CIC, Gaydio Brighton Limited, Gaydio Digital Limited and Gaydio Events Limited, overseen by a joint board. We are a not-for-profit organisation, reinvesting what we earn into a better service for our community.



WHY FINANCE, WHY NOW

In 2023 we launched a three-year plan to develop, grow and stabilise the business. As that plan reaches its final stretch and we shape what comes next, strong financial oversight at board level is our top priority. We're looking for a Non-Executive Director with finance experience to join our board.

WHAT YOU'LL HELP THE BOARD DO

- Scrutinise budgets, management accounts and cash flow forecasts, and ask the right questions
- Oversee grant management, including restricted funding and reporting to funders
- Help the board understand financial risk and take a sensible approach to reserves
- Oversee the year-end accounts process
- Guide the board as we strengthen our finance function and reporting
- Be a sounding board for the executive team on financial decisions

THE FINANCE EXPERIENCE WE NEED

- A recognised accountancy qualification (ACA, ACCA, CIMA or CIPFA) is desirable. Senior finance experience without one is also welcome
- Experience of financial management, reporting or oversight in an organisation of similar size or larger
- An understanding of grant funding and restricted income, ideally in the not-for-profit, social enterprise or charity sector
- Confidence explaining financial information to non-finance colleagues

This is an oversight role. You won't be doing the bookkeeping or preparing the accounts. Your job is to give the board confidence in the numbers and challenge where it's needed.



WHAT WE'RE LOOKING FOR

Being a Director is a senior appointment, especially in a growing organisation. As well as finance experience, we're looking for people who can show some or all of the following:

- A passion for improving the lives of LGBTQ+ people, and commitment to our mission and vision
- Strong analytical skills
- Strategic thinking, and creative ways of approaching problems
- A collaborative working style
- An understanding of risk management in a similar-sized organisation
- Experience of working with senior management, up to board level
- An understanding of our legal commitments as an Ofcom-regulated organisation that often works with young and vulnerable people (desirable)
- The time and commitment to attend board meetings (see The Commitment)

Other skills still welcome. Finance is our priority, but we'd still like to hear from people with experience in events, championing social change, commercial or media sales, radio and social media, marketing and PR, HR and diversity and inclusion, or legal.

A BOARD THAT REFLECTS OUR COMMUNITY

You should have an understanding, ideally from lived experience, of the community we're here to represent and serve. We want the board to reflect that community, so we're particularly keen to hear from people who identify as women, bisexual, trans or non-binary, and from Black and ethnic minority backgrounds.

We also want better geographic representation, so we're particularly interested in people based outside Brighton and Manchester, where we already have strong representation. If you don't meet these criteria but have something to offer, please still apply.

BEFORE YOU APPLY

You'll take on legal responsibility for the organisation, so please make sure you can legally be a company director in the UK (for example, you haven't been disqualified) and that you have no obvious conflicts of interest. Directors are also required to undertake a DBS check.

This is an unpaid, voluntary role. Reasonable travel and accommodation expenses are covered.



THE COMMITMENT

After an induction period, and if both sides are happy, you'll be formally invited to join the board. You'll then be registered as a Director at Companies House and take on the legal responsibilities that come with it.

We typically hold six online board meetings a year, each lasting two to three hours. They're normally on the third Wednesday of the month, from 5pm to 7pm. We also hold an in-person meeting or planning day, usually once a year, lasting four to five hours.

Outside meetings, Directors often take on tasks such as helping with the Executive Director's performance review, sitting on an interview panel, or advising the day-to-day management team. As our finance lead, you'd expect to review financial reports ahead of each meeting.

Directors can also attend Gaydio events to represent the board, such as a business networking event, the Pride Awards or a Pride parade. Urgent or unplanned situations do come up, but they're rare. Overall, expect around five hours a month.



HOW TO APPLY

Apply online by **Friday 16 October 2026** at **gaydio.co.uk/contact/non-executive-director**

If you have any questions, or any accessibility or support needs, send us a message at **gaydio.co.uk/contact/ned-questions** or call us on **03330 04 8400**.

We score every application, so answer the questions in as much detail as you can. Please don't use AI to write your answers, although it's fine to use it to help structure them.

Area	Weighting
Experience and qualifications (priority given to finance)	30
Strategic thinking and leadership	30
Meets one or more of our diversity priorities	15
Based in one of our priority geographic areas	10
Understanding of the needs and experiences of LGBTQ+ people	15

TIMELINE

16 October 2026	Applications close
w/c 19 October	Shortlisting
Late October to early November	Interviews, in person or online, with a board member and the executive team
From November	Induction for successful candidates

The induction includes attending three meetings, giving us both the chance to get to know each other. If both sides are happy to continue, you'll be formally invited to join the board.

Best of luck. We can't wait to hear your story.

