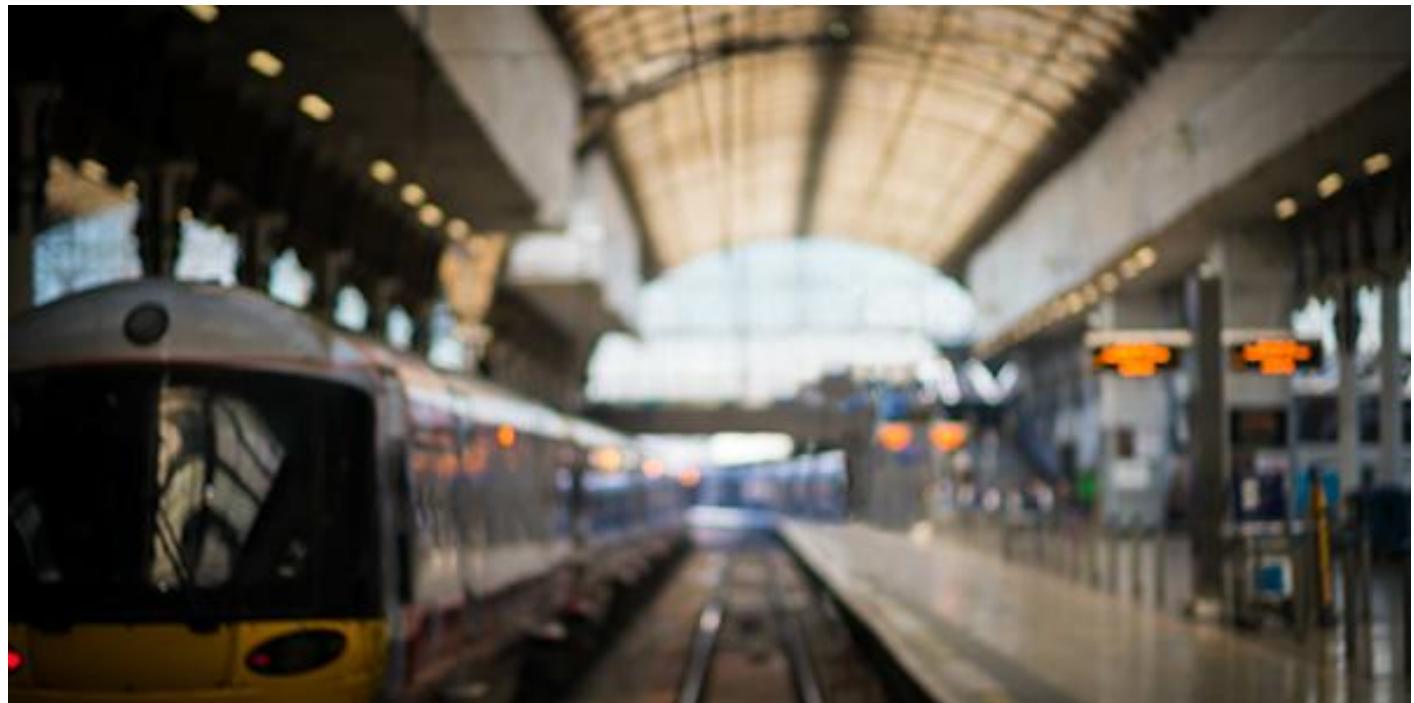




Position Specification

Rail Safety and Standards Board
Non-Executive Director

January 2026



Foreword

It gives me great pleasure as the new Chair of RSSB to introduce this opportunity to join our Board as Chair of Audit and Risk.

The opportunity arises at an exciting time for the rail industry, which is undergoing a period of unprecedented transformation, driven by technological innovation, evolving customer expectations, and a renewed focus on sustainability. As the independent, expert body at the heart of this sector, the RSSB plays a vital role in ensuring a safe, sustainable, and high-performing railway for Britain.

The NED will join a Board of committed, diverse and experienced non-executives, led by myself as the new Chair having taken office at the start of this year. My immediate reflections of the Board are their fantastic strategic oversight and passionate championship for the values of collaboration and technical excellence; you will join a contemporary, future-focused group of colleagues, committed to positive change. As I begin my tenure, I am delighted to have the opportunity to recruit an equally committed Chair of Audit and Risk, who will support us through sound judgement, reflection and scrutiny during a period of continual transformation and a dynamic, evolving external context. A role of critical importance, we require an experienced, analytical mind with the ability to scan for and monitor all types of risk, from cyber security to sound financial governance.



Together, the Board works closely with our established Executive Team, led by Mark Phillips, to set and guide strategic direction, underpinned by a relationship of trust and accountability. The Board also represent the RSSB with key stakeholders across the industry and government, acting as an advocate and ambassador for our mission and vision.

This is a challenging but immensely rewarding role for a dynamic leader with a proven track record of complex risk analysis, and who enjoys working with and across a growing multi-stakeholder environment. The successful candidate will have a deep commitment to safety and a passion for shaping the future of rail.

We look forward to welcoming such a leader to our Board, and to working together to continue to deliver our mission and drive continuous improvement across the rail network.

Chris Burchell
Chair, RSSB

The Organisation

The Rail Safety and Standards Board (RSSB) is a membership organisation that is owned by and serves Britain's railway industry. It is a non-profit company limited by guarantee and governed by a Board. Its way of working is set out in the Constitution Agreement and its Articles of Association, which include the memorandum of association. RSSB was established in 2003, in the aftermath of the Ladbroke Grove rail crash. Since then, it has been supporting Britain's rail sector.

RSSB's purpose is '**To help our members keep Britain moving with safer, smarter rail**'. RSSB's goal is '**By 2030, every rail employee will rely on an RSSB tool or service daily, delivering essential value to the industry**'.

RSSB works collaboratively with an evolving industry to ensure that it is operated safely, and cost-effectively to the benefit of passengers and freight. RSSB's work focuses on six strategic business areas. These are safer, healthier, harmonised, efficient, future and sustainable rail. RSSB develops standards, monitors safety and health performance, and provides sustainability guidance, underpinned by research and data.

Its member-focussed tools and solutions are developed for their members. Designed to address the most pressing industry challenges; cost reduction, safe and satisfied passengers, improving system reliability and resilience, adopting new technology, improving freight safety and growth, and increasing rail's sustainability and its benefit to society.

RSSB is proudly impartial, and home to some of rail's leading experts. Guided by facts and data-driven analysis, RSSB helps to bridge knowledge gaps, optimise technology use, and disseminate and systemise industry best practice.

Through its strategy RSSB aims to benefit members by:

- ensuring financial sustainability through cost efficiencies and centralised technical services
- delivering outstanding service and engagement
- reducing direct cost to members by expanding commercial activities
- improving RSSB's organisational health to attract and retain skilled staff
- leveraging digital transformation to enhance efficiency, customer understanding, and provide optimal solutions.

The Five-Year Strategy

RSSB's ambitious five-year strategy is designed to meet the evolving needs of the railway. RSSB has five strategic objectives:

- **Customer Experience** – Every rail employee using an RSSB tool or service daily.
- **Growth** – Generating £5m in commercial contribution to reinvest in member services.
- **Organisational Health** – Aligning employee and customer experience for stronger relationships.
- **Digital Transformation** – Leveraging technology to continuously improve delivery.
- **Financial Sustainability** – Ensuring value for all members now and in the future.

For further information, please visit: [Rail Health and Safety Strategy](#)

The Board

The Board is responsible for the effective oversight of the company. It also agrees the strategic direction and governance structure that will help achieve the long-term success of the company and deliver stakeholder value.

Structure

RSSB's board comprises the CEO and CFO as Executive Directors, and Non-Executive Directors, some of whom represent industry interests.

The Chair is Chris Burchell.

Executive Directors

- Mark Phillips, Chief Executive Officer
- Hannah Kingsley, Chief Financial Officer

Industry nominated Non-Executive Directors

- David Jordan, Rolling Stock Owners
- David Horne, Managing Director, LNER
- Martin Frobisher OBE, Group Safety and Engineering Director, Network Rail
- Emma Head, Safety and Assurance Director, High Speed Two
- Andrea Rossi, CEO DB Cargo
- Richard Allan, MD, Chiltern Railways
- Mick Rayner, MD Balfour Beatty Rail
- Vacancy

Non-Industry Non-Executive Directors

- Chair, Chris Burchell
- John Clarke, Director, Technology
- Vacancy

The Role

The role of the Non-Executive Director (NED) is to contribute to developing the Company's strategic direction, overseeing RSSB's future direction and delivery of the strategy and business plan. A key part of the role is to support RSSB's Executive Team through providing advice and constructive challenge, encouraging a culture of innovation, and a strong sense of accountability. Acting as an Ambassador, the NED is required to work with internal and external stakeholders and ensure the needs of RSSB's members are upheld.

Responsibilities also include chairing the Audit and Risk Committee.

Accountabilities

- Contribute strategic insight to inform board discussions about organisational strategy, focusing on system-wide issues and taking a current and future-focused view.
- Monitor, challenge, advise and support the executive team on their delivery of the agreed strategy and business plan.
- Protect and promote the reputation and interests of RSSB and oversee its proper engagement with members and stakeholders (including particularly its relationships with the industry).
- Work with board colleagues in a constructive and collaborative style to agree common positions which serve the interests of RSSB and its members.
- Contribute to Committees of the Board and Working Groups as requested (non-industry Non-Executive Directors are expected to chair one of the Standing Committees).
- Bring fresh insight and a considered and informed opinion, including confidence to constructively challenge, to the board and Leadership Team to support a problem-solving culture, offering nuanced evaluation and solutions whilst maintaining a balanced view.

Candidate Profile

- Board-level experience of working effectively as a member of a mixed executive/non-executive board.
- Experience as a member of an Audit and Risk Committee and/or the capability to provide financial governance. A relevant professional qualification would be an advantage, but is not essential.
- A broad appreciation of risk and the ability to oversee and evaluate accordingly, including but not limited to digital transformation, cyber security, supplier failure, and political and enterprise risk. An understanding of the relationship between internal and external audit is essential.
- Knowledge and insights in the promotion of Diversity and Inclusion.
- Track record of effectively and objectively contributing to business strategy and monitoring performance.
- Ability to recognise and properly handle potential conflicts of interest.
- A natural relationship builder with well-developed communication skills.
- Strong gravitas, with demonstrable ability to build strong senior level networks with a complex range of stakeholders.
- Incorporates an inclusive leadership style, constructively challenging habits and assumptions whilst remaining inclusive and ensuring everyone is heard.
- Adequate time and interest to fulfil the role to the highest standards.
- An appreciation of the complexities of government and public sector relations (preferred).
- Knowledge and connectivity to the rail industry is not required; for non-industry NEDs candidates must be free of conflict (see Disqualifying Interests below for detail), bringing a fresh pair of eyes to support diversity of thought. However, motivation and passion for RSSB's mission and vision is essential.

RSSB Values

RSSB's work is guided by the following core values:

- **Trust:** Emphasising accuracy, impartiality, fairness, and honesty in all interactions, fostering an environment of mutual trust.
- **Innovative:** Encouraging out-of-the-box thinking, exploring alternative approaches, pushing boundaries, and embracing change to shape the future of rail.
- **Customer-focused:** Working collaboratively with colleagues, members, and stakeholders to achieve shared goals, developing and maintaining relationships to provide excellent experiences internally and externally.
- **Knowledgeable:** Valuing knowledge as it leads to informed, evidence-based, and useful actions for the industry, and stressing the importance of sharing this knowledge.

Commitment to Diversity

RSSB is committed to diversity and welcomes applicants from all backgrounds. The organisation's strength lies in its diverse workforce, and it aims to create an inclusive environment where all individuals feel respected and are able to reach their full potential.

Terms of Appointment

- Appointment: The appointment will be for a fixed-term of [three] years, with the possibility of renewal for a further term.
- Time Commitment: c.14-16 days, comprising six board meetings per year, four-six days preparation, and four days for Audit and Risk Committee meetings, as well as other activities outside of board meetings.
- Remuneration: This role comes with a professional fee of £24,342 a year plus an annual committee allowance of £4,172. All reasonable expenses incurred in performing the duties attached to the role will be reimbursed.

Board Meeting Calendar
29 January
12 March
<i>Dates for the next financial year are being finalised</i>

Disqualifying Interests

RSSB's independent Non-Executive Directors are prohibited from holding unapproved Disqualifying Interests.

The Disqualifying Interest provisions are intended to ensure that an independent Non-Executive Director can fulfil their role impartially and without risk of conflict.

A Disqualifying Interest is the receipt of any benefit derived from any commercial railway industry activities, which includes fees for holding the post of an officer of a company engaged in offering any services or goods to the GB/Great British railway industry.

The definition of Disqualifying Interest includes any Disqualifying Interests held by a Director's spouse or partner and their dependent children.

Further information is available on request.

Position Specification

Ref: Non-Executive Director
Rail Safety and Standards Board

How to Apply

The recruitment process is being undertaken by Russell Reynolds Associates on behalf of RSSB. The closing date for applications is **23:59 GMT on Sunday 1st February 2026**. [Please click here to apply](#) – using job reference number **2601-026L**. You will be asked to register your details, answer any application questions and upload your CV and Statement of Suitability.

Your submission should include:

- A **CV** setting out your career history, with key responsibilities and achievements. Please ensure you have provided reasons for any gaps within the last two years.
- A **Statement of Suitability** (no longer than two pages) explaining how you consider your personal skills, qualities and experience provide evidence of your suitability for the role.
- A completed **Diversity Monitoring Form** [available here](#). Please note the information you provide will help support monitoring RSSB's recruitment processes to ensure they are fair to all and allow us to attract diverse and talented candidates. The diversity data in this section is collated in aggregate and will not be disclosed to anyone involved in assessing your application. You can see our privacy [notice here](#).

Timeline

An indicative timeline is shared below, please note this may be subject to change:

Milestone	Date
Closing Date for Applications	1 st February
<i>Presentation of prospective candidates to agree shortlist</i>	w/c 2 February
Informal Conversations with relevant stakeholders	w/c 9 February
Final Panel Interviews	w/c 23 February

Please note that due diligence will be carried out on shortlisted candidates. Candidates should expect this to include searches of previous public statements and social media, blogs or any other publicly available information.

Should you wish to speak with someone before submitting an application, or if you have difficulty in accessing the online platform, please contact responses@russellreynolds.com in the first instance, quoting reference number **2601-026L**.

