



Position Specification

LEVEL
20

Chief Executive Officer

Level 20

Level 20 is a not-for-profit organisation founded with the aim of improving gender diversity in the private equity industry. It seeks to achieve its mission by empowering those who work within the industry, encouraging new female talent to join, and supporting firms to take practical steps towards effecting change.

- Further information on the organisation can be found on its website here: <https://www.level20.org/>
- The 2021 Annual Report can be found [here](#)

Mission: To inspire women to join and success in private equity and to work with industry leaders to make the changes necessary for diversity and inclusion to flourish.

Goal: For women to hold at least 20% of senior positions in private equity.

Launched by 12 founders in 2015, it now has over 4,000 members across Europe and the financial support of more than 100 private equity firms who sponsor it today, alongside other firms working in the private equity sector.

In order to achieve its goals, it has five key pillars of activity:

- **Outreach:** the Level 20 outreach programme targets universities and business schools as well as young professionals, offering career support, industry insight and skills development across all of its international chapters.
- **Mentoring & Development:** the Level 20 mentoring programme supports women currently working in private equity to succeed and progress within their firms.
- **Research:** Level 20 conducts research to establish accurate and reliable data so that it can track progress towards its goals. These goals include analysis to track the number of women working in the industry as well as commissioned research into the issues that will drive greater gender diversity across the industry, moving forward.
- **Networking & Events:** one oft-cited reason why more females executives do not advance to top management jobs is their lack of access to informal organisational and industry networks. Some women in private equity might be the only female in their teams and therefore find it difficult to connect with other women facing similar issues. Level 20 continues to host a broad range of digital networking and mentoring events to facilitate the building of professional networks for women in private equity.
- **Advocacy:** driving the business case for diversity, equity, and inclusion is at the heart of what Level 20 does. It helps create a strong voice for women in private equity, moving the topic of gender diversity, equity, and inclusion to the top of the industry and firms' strategic agenda.

Governance

The organisation is overseen by the Chair and Board which sets and sustains the long-term strategic direction of the organisation. Level 20 has also created an Advisory Board as a think tank and sounding board for the organisation's leadership and to be its ambassadors across the industry. Its members are all keen supporters of Level 20's mission and have been driving change in their own organisations for some time.

The Role

Given the increasing complexity and scale, Level 20 now needs a leader who can take the organisation to the next level and deliver on ambitious plans. The successful candidate will work closely with the Chair and the Board and be responsible for:

- Building, in conjunction with the Chair, strong relationships with the 100+ GP firms that are the current financial sponsors and seeking out further sponsorship to grow funding.
- Inspiring and managing both the expanding team (currently twelve employees) and extensive volunteer network to deliver on Level 20 goals.
- Promoting the expansion of Level 20 across Europe and managing relationships with the country committees (currently twelve), balancing the need for local approaches and ways of operating whilst ensuring that Level 20 principles, systems, and messaging are applied.
- Developing future strategy in consultation with the Advisory Council, including possible roadmap for expansion beyond Europe.
- Improving and strengthening the media and communications strategy.
- Delivering on the agreed plans, which currently comprise:
 - development of DE&I roadmap ensuring Level 20 remains the premier source of diversity, equity, and inclusion best practice in the industry;
 - collect and collate gender participant data across Europe ensuring Level 20 continues to be the prime source of such data;
 - a series of events both large and small for educational and/or networking purposes;
 - the mentoring programme;
 - a range of outreach activities to promote careers in private equity to young women at various points in their career planning;
 - research projects to support Level 20's work; and
 - championing, within private equity firms, the development of inclusive cultures to support diversity initiatives.
- Managing finance, HR, risk management, and administrative operations.

Candidate Profile

As the champion of Level 20's mission with senior private equity/venture capital leaders, the media and its members, the successful candidate will need to bring:

Experience & Traits

- A strong personal track record in private equity/venture capital or similar advising the industry;
- The gravitas, communication and influencing skills to be effective engaging at the highest levels in private equity/venture capital in the media and with other stakeholders;
- Strong commitment to the values of diversity, equity, and inclusion;
- Energy and pace;
- An organised, hands-on, self-starting approach; and
- Experience working in international teams/organisation.

In terms of the performance and personal competencies required for the position, we would highlight the following:

Setting Strategy

- The ability to think strategically about the roadmap for Level 20 going forward, both in Europe and beyond. Demonstrates thought leadership on gender diversity.

- The ability to create and articulate an inspiring vision for the organisation, not only for the areas they are directly responsible for, but the enterprise as a whole.
- The inclination to seek and analyse data from a variety of sources to support decisions and to align others with the organisation's overall strategy.
- An entrepreneurial and creative approach to developing new, innovative ideas that will stretch the organisation and push the boundaries within the industry.
- The ability to effectively balance the desire/need for broad change with an understanding of how much change the organisation is capable of handling, to create realistic goals and implementation plans that are achievable and successful.

Executing for Results

- The ability to set clear and challenging goals within a cost constrained environment, while committing the organisation to improved performance; tenacious and accountable in driving results.
- Comfortable with ambiguity and uncertainty; the ability to adapt nimbly and lead others through complex situations.
- A risk-taker who seeks data and input from others to foresee possible threats or unintended circumstances from decisions; someone who takes smart risks.
- A leader who is viewed by others as having a high degree of integrity and forethought in their approach to making decisions; the ability to act in a transparent and consistent manner while always taking into account what is best for the organisation.

Leading Teams

- The ability to motivate, empower, build, and inspire a high performance team
- The ability to attract and recruit top talent, motivate the team, delegate effectively, celebrate diversity within the team, and manage performance; widely viewed as a strong developer of others.
- The ability to persevere in the face of challenges, and exhibit a steadfast resolve and relentless commitment to higher standards, which commands respect from followers.
- A leader who is self-reflective and aware of their own limitations; leads by example and drives the organisation's performance with an attitude of continuous improvement by being open to feedback and self-improvement.

Relationships and Influence

- Credibility as an ambassador and effective advocate for Level 20, comfortable with high levels of public speaking.
- Naturally connects and builds strong relationships with others, demonstrating strong emotional intelligence and an ability to communicate clearly and persuasively.
- An ability to inspire trust and followership in others through compelling influence, powerful charisma, passion in his/her beliefs, and active drive.
- Encourages others to share the spotlight and visibly celebrates and supports the success of the team.
- Creates a sense of purpose/meaning for the team that generates followership beyond their own personality and engages others to the greater purpose for the organisation as a whole.

How to Apply

To apply, please send your CV and a supporting statement to responses@russellreynolds.com by **Monday 10th October**. Your supporting statement should succinctly highlight your motivation, experience, and skills against the requirements of the role. Please include the role title and 2209-014L in the subject of your email.

2209-014L

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