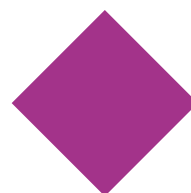




Chief Executive Officer

Appointment Brief

July 2025



Welcome

Dear candidate,

Thank you for your interest in the Chief Executive Officer role at Cochrane.

This is an extraordinary opportunity to lead a globally respected entity at the forefront of evidence synthesis, scientific publishing, and health equity.

Cochrane was founded over 30 years ago, emerging from a small network of dedicated researchers determined to improve the accessibility and reliability of healthcare evidence. Since then, we have grown into a globally recognised organisation, known for our rigorous methodologies, commitment to independence, and powerful community of contributors spanning more than 190 countries.

As a UK-registered charity with a publishing arm and a global membership model, we deliver critical knowledge and insight to support evidence-based health policy and practice worldwide. Our community includes review authors, editors, advocates, policymakers, and people passionate about ensuring high-quality evidence reaches those who need it most.

We are now entering an exciting period of renewal and growth. The next CEO will lead the refresh of our business and membership models, ensuring long-term financial sustainability and greater value for our global users.

This will involve modernising our product and service offerings, establishing new strategic partnerships, and strengthening our income diversification approach.

The next CEO will also steward the organisation's scientific and editorial reputation, guiding innovation in evidence methods and publishing, while fostering a strong, values-driven workplace culture. With 125 staff across varied functional areas and an expanding influence across international health systems, the CEO role is central to shaping our future impact.

This is a role for a visionary and pragmatic leader: someone who can operate at the intersection of science, public service, and organisational transformation. The new CEO will bring a deep understanding of evidence-based systems, a strong track record of strategic delivery and understanding of charitable objectives and compliance, and an ability to unite a globally distributed community around a bold, common vision.

If you share our passion for integrity, inclusion, and the power of evidence to improve lives, we warmly invite your application.

With best regards,

Dr Susan Phillips
Chair of the Governing Board of Trustees

Mapping our Community



About us

The Cochrane Collaboration (Cochrane) is an international network of researchers, health professionals, patients, carers, and people passionate about improving health outcomes who share a common purpose to gather and summarize the best evidence from research to inform decisions about health and care.

Named after Archie Cochrane, a Scottish physician who advocated the use of randomized controlled trials to improve clinical trials and medical interventions, the organization has gained an unprecedented reputation for quality and integrity in evidence synthesis. The Cochrane Database of Systematic Reviews (CDSR) is the leading database for systematic reviews in health and care and Cochrane reviews have been a pivotal and trusted resource for healthcare researchers, practitioners, and policymakers for over 30 years.



Charitable objects

The protection and preservation of public health through the preparation, maintenance and promotion of the accessibility of systematic reviews of the effects of health care or any other charitable activities, for the public benefit.

Mission

We are an independent organization that collaborates with global partners to produce accessible, trusted evidence and advocates for its use to deliver better, more equitable health for all.

Vision

A world where health and well-being decisions are based upon timely, trusted and relevant evidence.

The Charity

The Cochrane Collaboration (Cochrane) is a registered charity (number 1045921) with headquarters in London but there is no one place or office that is 'Cochrane'. Cochrane contributors from more than 190 countries work together to produce credible, accessible health information that is free from commercial sponsorship and other conflicts of interest. Many of our contributors are world leaders in their fields and our groups are situated in some of the world's most respected academic and medical institutions.

Read more about us on our **website**.



Cochrane groups

Methods groups develop, validate and improve methods for evidence synthesis, produce Handbooks defining best practice and support implementation in Cochrane.

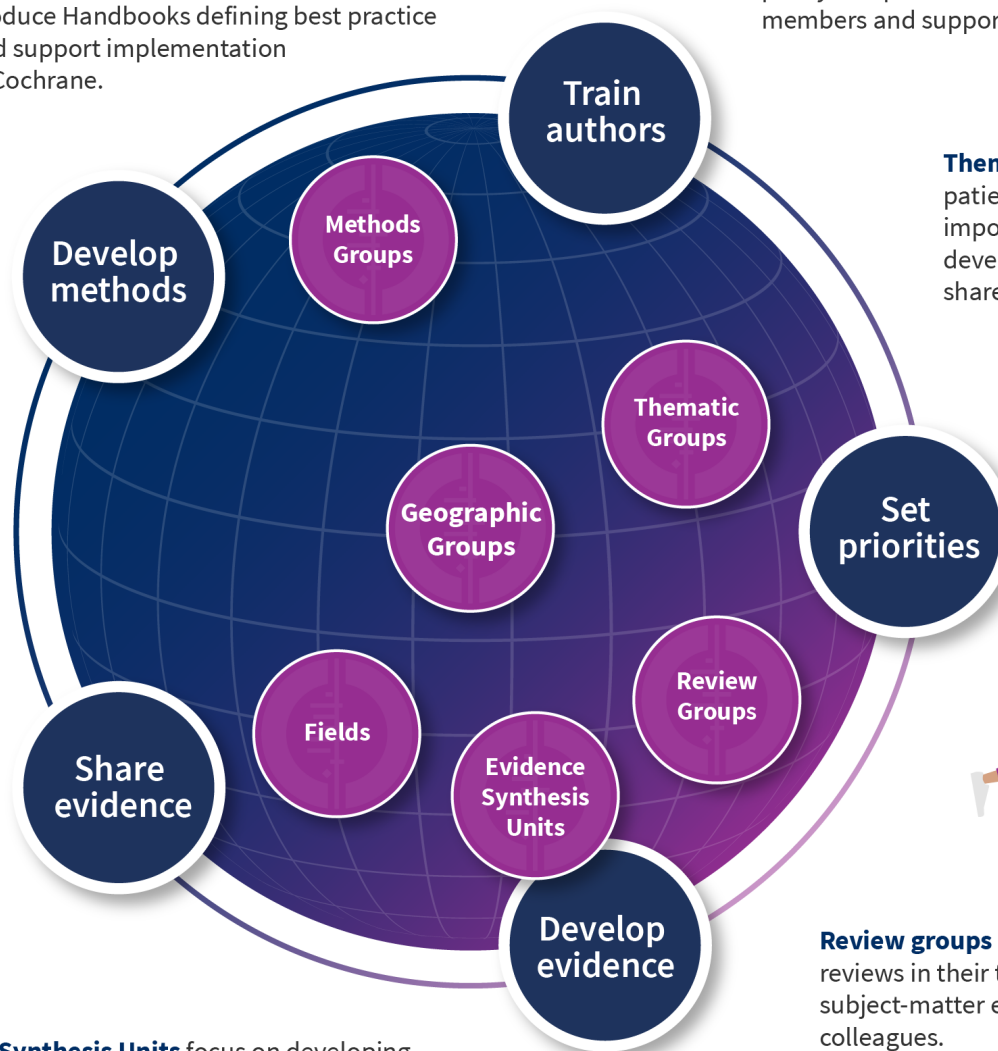


Fields focus on dimensions of health beyond specific conditions, such as patient populations or care providers, sharing Cochrane evidence across communities of practice.



Trusted evidence.
Informed decisions.
Better health.

Evidence Synthesis Units focus on developing high-quality evidence syntheses across wide-ranging topic areas to tackle pressing global health challenges.



Geographic groups represent Cochrane in-country, promoting the use of Cochrane evidence in health policy and practice while supporting local authors, members and supporters.

Thematic groups work with researchers, patients and policymakers to identify important topics in focused areas, help to develop synthesized evidence and then share it.



Review groups help to develop high-quality systematic reviews in their topic areas, providing methods and subject-matter expertise to both authors and editorial colleagues.

Finances

Cochrane prepares financial statements in accordance with **UK Charities Act 2011 regulations** and our own **Articles of Association**. The 2024 accounts will be approved by the Governing Board in July 2025 and presented to the members at an Annual General Meeting in November 2025.

The Trustees Annual Report and Accounts for 2023 can be found on our website **here**.



Cochrane's core income is overwhelmingly derived from publication royalties from its main output, the Cochrane Library, published by John Wiley & Sons, Ltd ('Wiley').

In 2023, income from sales of licences to the Cochrane Library was £11,617,000, an increase of 2% when compared to 2022. Royalties paid to Cochrane totaled £6,973,000. Other publications income was £655,000 (compared to £553,000 in 2022). Additional sources of revenue received in 2023 included £675,000 from our relaunched Colloquium event in London, £505,000 from other Cochrane Products, £460,000 from Cochrane Response (the Charity's consultancy service), and £73,000 from Trusts & Grant Income. Increased interest rates drove up bank interest income to £329,000 (compared to £73,000 in 2022).

The global network of Groups that contribute towards the work of Cochrane are based in other organizations - such as universities and hospitals - which provide direct or indirect funding to support them. Cochrane Groups are responsible for sourcing their own funding to support Cochrane Review preparation and related activities. This funding comes principally from national and transnational government sources (typically from departments and agencies involved in health or research), and national and international charitable bodies. Some Cochrane Groups also raise funds through training activities. Globally, and based on historic reporting, this Group funding equates to £10-£15 million GBP per annum when converted from local currencies into GBP but is not shown in the Charity's accounts as it is not accessible by the Charity.

Strategy 2024-2027

The Cochrane Collaboration has been producing trusted, high-quality health evidence for over 30 years and the world has changed a lot in that time.

Cochrane continues to evolve to meet the changing needs of evidence users across the world, from guideline-setters and medical professionals to patients and their families.

Over the next four years (to the end of 2027) we will focus our efforts where the need for synthesized evidence is greatest, to bring benefit to as many people as possible. Our scientific strategy has identified and prioritized the most pressing health issues where Cochrane can make a genuine difference. This will provide clarity on our future scientific direction and contribute to our wider strategy for a more evidence-informed world.

We will expand our work to help more people around the world, particularly in low- and middle-income countries, to contribute to and benefit from high-quality health evidence that is relevant to their lives. We want to see a world where people making health decisions at all levels have access to timely, relevant evidence, and are equipped with the knowledge and expertise to interpret it and translate it into practice. By embedding evidence-informed approaches globally, we hope to help save and improve lives across the world.

Our strategy is underpinned by four key goals:

1. Produce timely, relevant evidence for and with those who need it most

To achieve this we will:

- Prioritize evidence that helps those in greatest need, through our scientific strategy
- Streamline and simplify evidence production
- Develop new methods to address emerging issues
- Champion research integrity and transparency

2. Save and improve lives by ensuring everyone can contribute to and benefit from trusted evidence

To achieve this we will:

- Get our evidence to the people who need it
- Make our evidence more globally accessible and usable
- Identify and address barriers to equitable participation
- Increase engagement in low- and middle-income countries

3. Collaborate locally and globally to strengthen our community and enhance impact

To achieve this we will:

- Work with partners at all levels to embed evidence-informed approaches
- Strengthen evidence synthesis capacity in low- and middle-income countries
- Facilitate greater collaboration between Cochrane groups
- Support patient and public participation in producing and using evidence

4. Secure our long-term sustainability

To achieve this we will:

- Chart a sustainable path to open access
- Grow and diversify our income
- Make Cochrane a great place to work
- Optimise our systems and processes

Equity, Diversity and Inclusion Statement

At the heart of Cochrane’s mission is a commitment to equity—both in how we operate and in the outcomes we seek to influence through our work. We recognise that equity, diversity and inclusion (EDI) are not only foundational to a healthy organisational culture but are also critical to generating relevant, high-quality health evidence that serves all populations.

Our global membership model is built on the principle of inclusivity, with contributors from over 190 countries offering diverse perspectives that enrich our science and outreach. We are actively working to make participation in evidence synthesis more accessible and equitable, particularly for underrepresented groups and regions.

We are striving to build a more diverse and inclusive workplace by embedding inclusive hiring practices, fostering a culture of belonging, and increasing accountability for equity goals at all leadership levels. Our EDI work is guided by data: we regularly collect and analyse information on representation, participation, and experiences to shape our policies and interventions.

We are proud to be part of the Disability Confident Employer Scheme as well as being a member of Inclusive Employers. These initiatives ensure we benchmark our EDI activity and maintain an awareness of accessibility and inclusivity in all that we do.

We are taking active steps to ensure that our methods, topics, and outputs are equity-sensitive. We prioritise inclusive research practices and are aligning with global standards for incorporating equity in systematic reviews.

Role description

Job title: Chief Executive Officer

Reports to: Chair of the Governing Board

Salary: Competitive + 8% pension

Purpose of the role

The CEO will lead the organisation, working closely with the Governing Board.

This is a high profile, outward facing role with responsibility for promoting Cochrane's work to local, regional, national and international organisations. The CEO will build and develop relationships and partnerships with other organisations to elevate and enhance Cochrane's profile and reputation globally.

The CEO will provide leadership to the central staff team, ensuring that Cochrane's vision, mission and strategic priorities are delivered and that the skills, expertise and enthusiasm of the global Cochrane Community are harnessed for the greatest influence and impact.

Key interfaces

- Cochrane Governing Board and the Chair of the Governing Board
- Executive Leadership Team
- Publisher of The Cochrane Library, John Wiley & Sons Inc
- Contributors to the Cochrane Collaboration including individual Cochrane Reviewers, methodologists, consumers and citizen scientists.
- World Health Organisation
- The Wellcome Trust
- Government

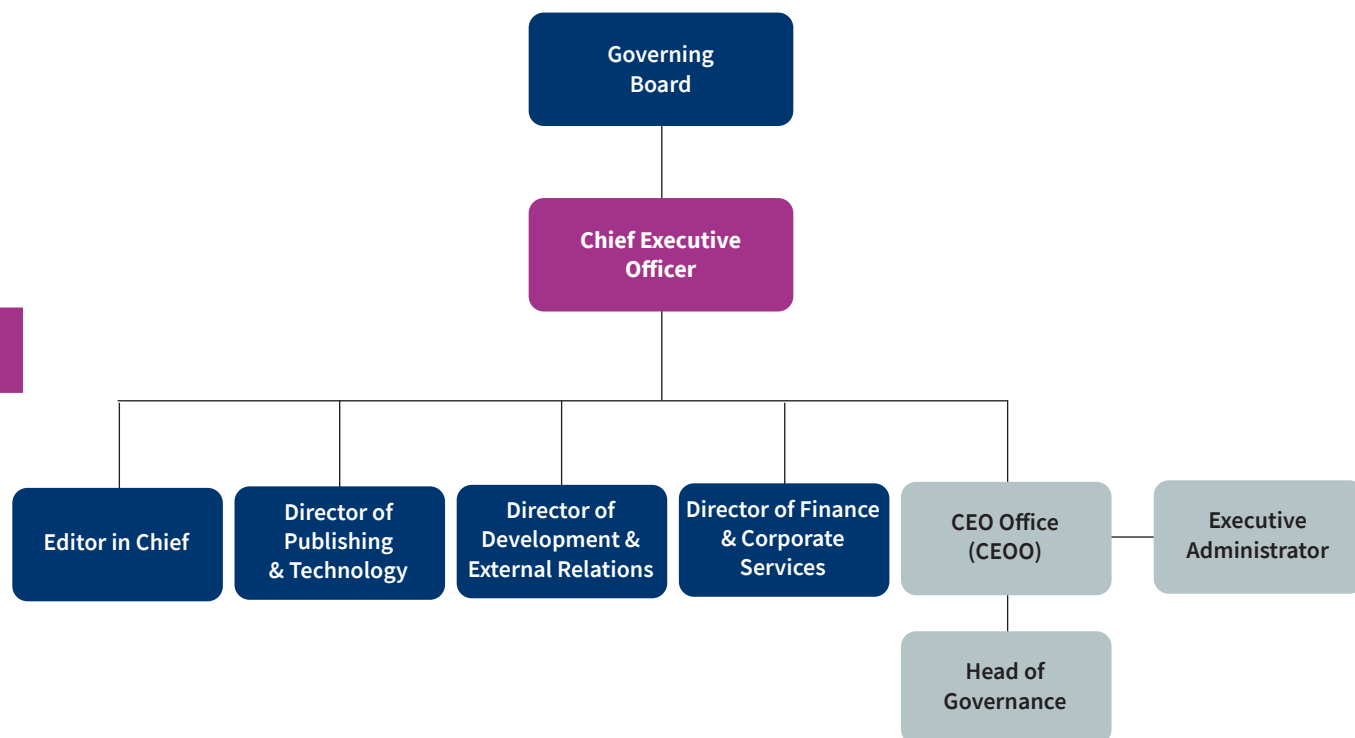
Dimensions

Budgetary responsibility: Over £10million (GBP)

Number of direct reports: 6 (4 x members of ELT, 1 x Head of Governance, 1 x Executive Assistant)

Indirect reports: Approximately 125 staff in the Central Executive Team

Structure



Principal accountabilities

Strategic leadership

- Shape the future direction of Cochrane with vision and ambition
- Adapt and lead the implementation of the the 2024-2027 Strategic Plan and other high level strategic initiatives
- Lead, develop and manage the Executive Leadership Team, empowering them to deliver on Cochrane's vision, mission and strategic goals
- Work in partnership with the Executive Leadership Team and the Cochrane Community to implement the business development strategy and ensure the financial strategy supports the long-term viability and sustainability of Cochrane

Management and people

- Work in partnership with the Cochrane Community to build a collaborative, inclusive, and high-performance culture
- Promote a Central Executive Team that is made up of high performing teams and oversee the positive management of change
- Build a strong and stable structure that supports the wider network of Cochrane groups and provides an engaging and efficient working environment for the Central Executive Team

Operational and financial oversight

- Work with the Governing Board to ensure that all activities and responsibilities are carried out in accordance with the relevant UK charity laws and regulations

- Ensure the financial strategy supports the long-term financial viability and sustainability of Cochrane
- Oversee the setting of annual budgets and business plans and ensure there are efficient systems in place to monitor performance and impact
- Maintain an awareness of risks, opportunities and developments in the internal and external environments and ensure appropriate processes are in place to manage them

External relations

- Represent and promote Cochrane with local, regional, national and international organisations
- Build and develop new relationships and strategic partnerships with other organisations and enhance the reputation of Cochrane
- Develop and maintain relationships with funders and other key stakeholders including the publisher of the Cochrane Library

Relationship with the Governing Board

- Work in partnership with the Chair to ensure that members of the Governing Board are able to fulfil their legal and regulatory responsibility in overseeing the charity's management and administration
- Ensure that high quality information and support is provided for Board meetings and that Governing Board elections, recruitment, reviews and other activities are carried out effectively
- Develop and maintain open, honest, and collaborative relationships with members of the Governing Board, and its committees and working groups

Person specification

Essential

- Previous experience of working as a CEO or senior executive
- Experience of leading a global enterprise, that is diverse in its widest sense: many nationalities, professional communities, operating contexts and workforce issues
- Demonstrable experience of leading organisations through change and evolution
- Significant business planning and financial management experience
- Scientific credibility within a health or related field
- The necessary ambassadorial skills to represent Cochrane internationally and to raise the organisation's profile
- Verifiable competence in building relationships and working with people from a variety of cultures in geographically dispersed teams
- Ability to communicate complex ideas to a variety of audiences clearly and concisely
- Visionary and ambitious
- Self-motivated and results-oriented
- Able to travel internationally
- Recognised degree and/or MBA; or equivalent level qualification
- demonstrable and passionate commitment to Cochrane's mission and values

Desirable

- Substantial experience of running a large, complex charity or not for profit organisation
- A proven track record of working with or within a health, healthcare or scientific publishing sector
- Understanding of evidence synthesis, national provisions and other licensing arrangements
- Knowledge of the legal and regulatory environment in which Cochrane operates
- Publishing or data technology understanding and experience, including the use of AI
- Business acumen/ commercial experience

Terms and conditions

Location

As a UK registered charity, we expect to recruit a CEO who resides in the UK. However, we welcome applications from those outside the UK who are willing to relocate (a suitable relocation package is available and can be discussed during the recruitment process). In exceptional cases, alternative arrangements may be considered. Evidence of the Right to Work will be collected as part of the process.

Terms and conditions

Whilst Cochrane is a remote working organization, the role holder will be expected to travel extensively both within the UK and globally as per the demands of the role. Ordinarily, role holders would not be expected to work outside of the UK for more than one month at a time.

Hours of work are contractually 37.5 hours per week with the flexibility expected at the level of this role. Flexible arrangements are in place to ensure there is an appropriate level of work/life balance.

Annual leave

27 days holiday plus Bank holidays (rising to 29 days after 5 years' service)

Festive Leave - our whole organization enjoys a festive closure from 25 December to 1 January inclusive. We do not ask you to use any of your annual leave entitlement for this period.





How to apply

To apply for the role, please upload the following documents onto the Prospectus website via the link below.

- Your CV, drawing out relevant experience for the role.
- A supporting statement of up to 1,000 words that addresses the criteria set out in the person specification as well as your interest in the organisation's work.

For guidance on formulating your supporting statement, please review our guide **here**.

Please ensure that you have included a telephone number, as well as any dates when you will not be available or might have difficulty with the recruitment timetable.

If you wish to apply using an alternative format, please contact Prospectus on 020 7691 1920 or email **executive.admin@prospect-us.co.uk**

Applications via the Prospectus website should be made at:

<https://prospect-us.co.uk/job/191977>

At Prospectus we believe passionately that a truly inclusive workplace leads to increased social impact. We are committed to supporting our clients build more inclusive teams. To understand how we are performing, we ask that you kindly complete the brief equal opportunities questionnaire when you submit your application via our website. Please be assured that your responses are kept confidential, separate from your candidate record, are not part of any application you make, and that the consultants never see individual responses to the questionnaire.

Timetable

| | |
|-------------------------------------|----------------------------|
| Deadline for applications: | 3rd August |
| Initial interviews with Prospectus: | 18-28th August |
| Interviews with Cochrane: | w/c 8th and 15th September |

Queries

If you wish to have an informal discussion about the opportunity, please contact our retained advisors Anna Mandl or Børge Andreassen at Prospectus on 020 7691 1920 or email us at:

anna.mandl@prospect-us.co.uk

borge.andreassen@prospect-us.co.uk



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