

CEO

February 2025



About CTRF

At Carbon Technology Research Foundation (CTRF) we back brilliant ideas that will transform our world and rebalance our climate, driving urgent action to limit dangerous global warming effects.

Established in 2020, we are a non-profit philanthropic entity, set up to fund cutting-edge innovation into the application of biotechnology to deliver enhanced, scalable solutions for carbon sequestration.

We are led by the science and aim to highlight the significant potential in this area, by growing the current research knowledge pool, as well as demonstrating the case for additional investment from other foundations, companies and government agencies. Stig Arff, our founder, is passionate in his belief in the imperative for urgent action to remove carbon from the atmosphere to prevent dangerous warming.

Our vision is simple: to turn the clock back on climate change, restoring a stable, livable climate for all, where people, communities and nature can thrive in balance with each other.

Our goal is focused: to maximise the potential of science and biotech to supercharge natural processes, unlocking pioneering scalable solutions to remove greenhouse gases.

Our pathway to impact is clear: scientific rigour, strategic investment and collaborative action.

Time is running out: By 2050, we must remove an estimated **10 gigatons of CO₂ per year** to meet the **Paris Climate Agreement** targets—on top of crucial emissions reductions. Yet, globally, we lack scalable solutions to address this challenge. Meanwhile, groundbreaking ideas remain locked away in labs, waiting for the support they need to thrive.

We are building momentum:

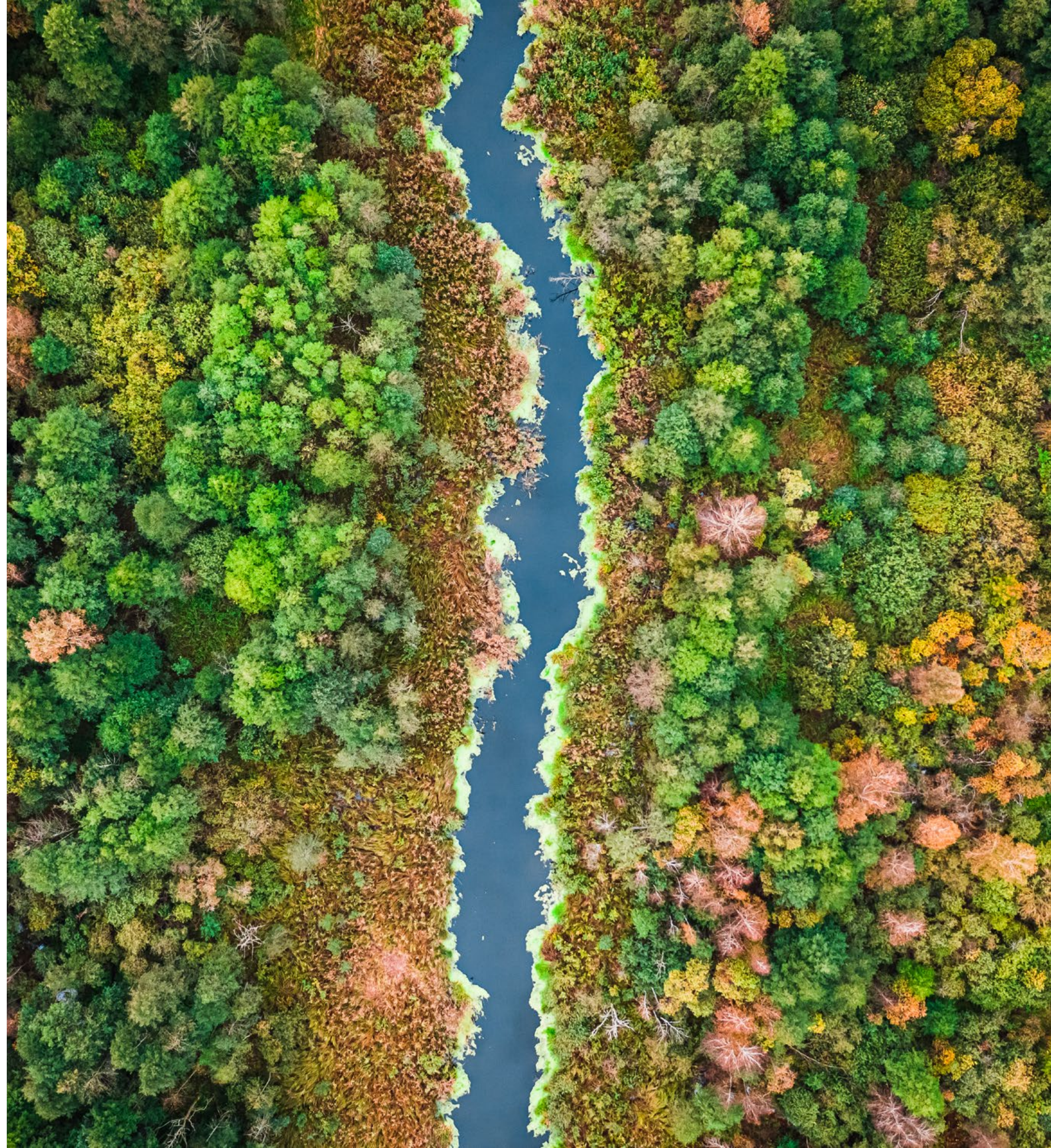
- **Funding world-leading research** to harness nature's power, accelerating the removal of greenhouse gases and ensuring long-term sequestration.
- **Unlocking gigaton-scale solutions** through **biotechnology**, tapping into the potential of innovative, scalable technologies.
- **Pushing the boundaries of science**, building on natural processes that have sustained life on Earth for millennia.
- **Curating a portfolio of high-impact projects** to advance evidence-based, scalable solutions within a generation.

Our goals:

- **Catalyze a biotech-driven greenhouse gas removal sector.**
- **Drive funding** to support breakthrough research.
- **Empower game-changing innovators** to deliver real-world impact.

Revolutionary breakthroughs are closer than we think. We're ready to make them happen.

Read our 2024 progress update report [here](#).



Introduction from the Chair and Founder

There is no doubting that climate change is the greatest challenge of our time. Whilst our knowledge of the science and the solutions has increased by orders of magnitude, and the public and many politicians are increasingly aware of the problem, not enough is being done to tackle it.

Recent advances in biotech holds immense promise to revolutionize the greenhouse gas removal field. The innovative methods the research teams that we fund and support are grounded in decades of progress—from genome mapping to CRISPR technology and gene editing.

It makes absolute sense to apply this to the climate challenge and boost the performance of what nature has given us – the highly efficient carbon removal system of our planet’s biosphere.

I am proud to have provided the initial seed funding for CTRF and the team have shown the way forward by establishing a portfolio of brilliant research projects with promise of impact in humanity’s greatest challenge.

Just imagine what we could achieve if we bring together the world’s brightest minds from research and philanthropy to amplify nature’s processes, in accelerating and creating scalable solutions capable of removing carbon at the gigaton scale.



**Dr. Stig Arff, Chair & Founder
Carbon Technology Research Foundation**



The Role

Role: CEO

Location: Oxford, UK / remote, with frequent travel.
Candidates must have the right to work in the UK.

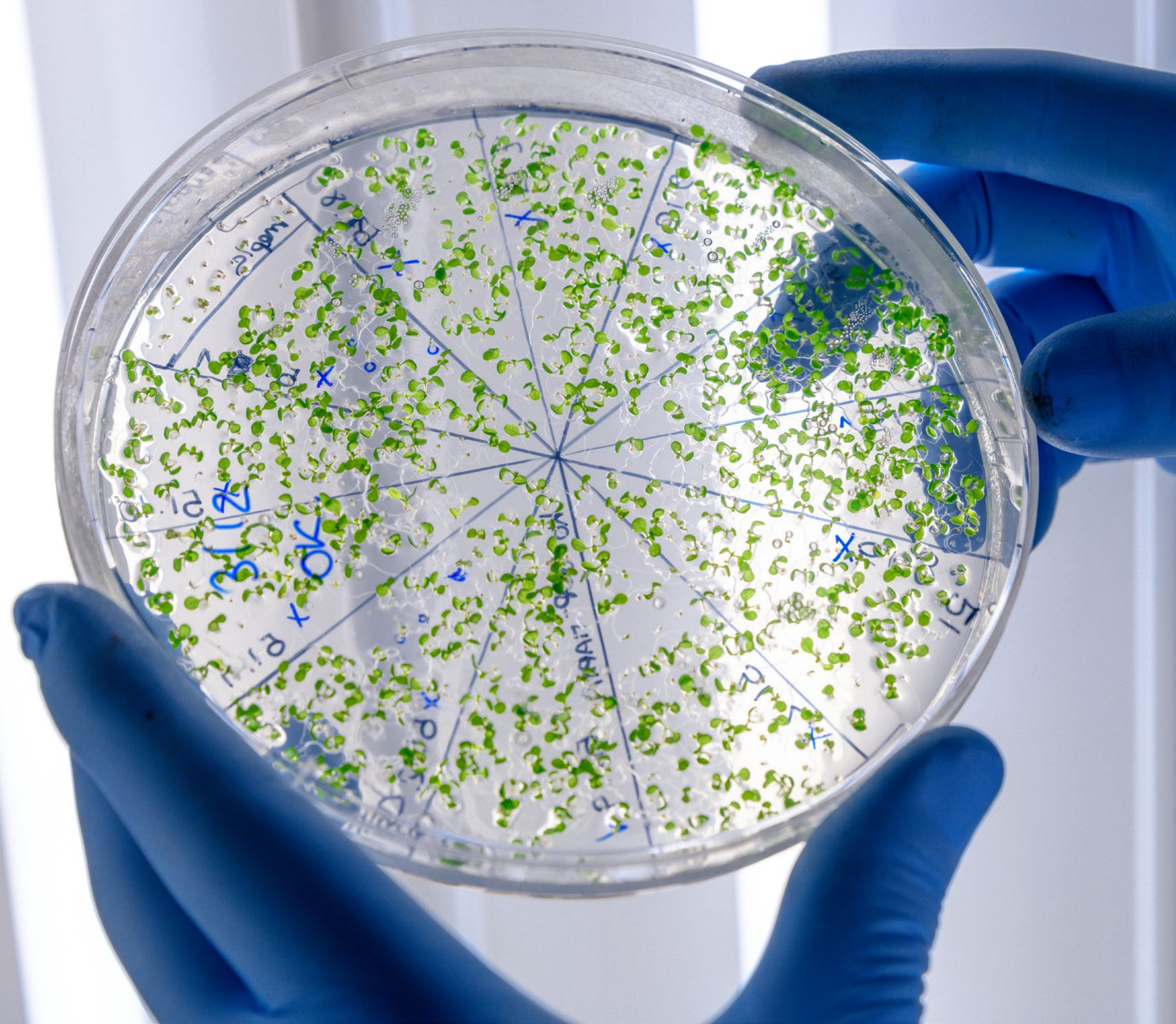
Salary: Competitive

Benefits: 25 days leave plus birthday and public holidays.
Pension - up to 10% employer contribution.
Bupa health cover.



Job Summary

CTRF is seeking a CEO to take the organisation to the next stage of growth. The CEO will be one of the principal ambassadors for the Foundation and its work and will have excellent communication skills to engage stakeholders, staff, potential funders and partner organisations. This role would suit an entrepreneurial leader with an excellent track record of working with philanthropic organisations and high net worth individuals, who can work creatively and at pace.



Responsibilities

- Through personal involvement develop and expand our funders base to secure funding and growth of future activities within the company's objects.
- Active and personal participation in developing relationships within the global philanthropic community.
- Develop CTRF's messaging and brand recognition in alignment with strategic directions set by the board.
- To be the ambassador and external face of the organization – raising awareness of our work through advocacy, presentations, webinars and stakeholder engagement.
- Leadership in delivering the strategic plan within the direction and vision set by the board.
- Responsible for team motivation, performance, development and recruitment.
- To take overall responsibility for the organization achieving, monitoring and reporting on performance against targets in all areas of the Foundation's activities.
- To work effectively with the board ensuring systems are in place for it to fulfil its statutory requirements and exercise effective governance of the foundation.



Candidate Profile

Essential

- An understanding of the climate problem, its stakeholders and potential solutions
- An excellent communicator with the skills and experience to build positive relationships with key stakeholders including trustees, staff, funders, commissioners and partners and to influence at all levels both internally and externally.
- Experience and knowledge of working in or with charitable or philanthropic organisations and high net worth individuals.
- Excellent leadership skills with experience and ability to enthuse, motivate and develop a team to deliver results.
- Experience of successful development and delivery of strategic plans.
- Proven track record of securing funding through philanthropic donations.
- Experience in financial management and budget development skills.
- Ability to be self-sufficient with administration tasks utilising IT.

Desirable

- Knowledge of Community Interest Company structure and Companies House requirements and compliance regulations.
- Experience in leading change management.
- Knowledge of HR.



How to Apply

All correspondence, at this stage, should be via Oxford HR. To apply for this post, click on the “Apply” button on the job advert page and submit your CV and cover letter as two different documents, which should be prepared before applying as they will be considered in the application process.

The cover letter should be no more than two pages long and explain why you are interested in this post and how your skills and experience make you a good fit.

The document should be saved in PDF in the following format: Your First Name-Your Last Name-Document Name-Date (ddmmyy)-Organisation e.g., Nina-Jones-CV-010225-CTRF or Nina-Jones-CoverLetter-010225-CTRF.

Please note that all our clients recruiting in the UK are legally obliged to confirm that the appointee is eligible to work in the UK. As of 1 January 2021, government’s new regulations will apply. For further information visit the Home Office website at <https://www.gov.uk/browse/visas-immigration/work-visas>.

Timeline

Closing Date:

23rd March 2025. Early applications are encouraged. Oxford HR reserves the right to close the role early.

First stage interviews:

2nd, 3rd and 7th April 2025

Final interviews:

Week of 22nd April 2025

For final candidates there will be a psychometric assessment and a third stage interview with the Founder.

Selection Process

All candidates will receive an update regarding their application after the closing date.

Equality Statement

Equality and diversity are at the core of CTRF’s values. Staff are expected to work collectively and individually to promote a constructive and sensitive approach to others from a variety of backgrounds, where the work of others is valued and respected.

Queries

If you have any queries on any aspect of the appointment process, need additional information, or would like to have an informal discussion, please email Zoe Greenwood at zgreenwood@oxfordhr.com in the first instance.



About Oxford HR

Oxford HR is a B Corp certified leadership consultancy. Having worked within a diverse range of institutions, from not-for-profits and charities to governments and corporate environments, we've seen the powerful impact that the perfect team can have.

Finding innovative leaders can be a challenge; and yet their transition into leadership is vital to an organisation's mission and success. We work across the globe to search for and support remarkable leaders and teams, improve their board effectiveness and support on a range of leadership functions.

Learn more at: oxfordhr.com





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