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PARTNERS TO LEADERS

JOB **SPECIFICATION**

VLČEK FAMILY FOUNDATION

Chief Executive Officer

Vlček Family Foundation

Prepared by
Bubenik Partners

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BRIEF COMPANY PROFILE

The Vlček Family Foundation was established in March 2021 with an aim to contribute more than 1.5 billion Czech crowns (about EUR 60 million) to the care of seriously ill children, becoming the country's largest foundation in terms of theamount of private funds devoted to a clearly defined philanthropic purpose.

The project brings together a team of experienced professionals, deep resources, and a clearly defined focus. Ondřej Vlček brings an extraordinary depth of operational experience derived from his many years of experience as a senior executive of Avast, one of the largest publicly listed technology companies in Europe. Mr Vlček has gifted approx. 50% of his Avast stock holding to enable the foundation to carry out its mission. He established the foundation together with his wife, Katarína. The Vlčeks see the foundation as their life project. By launching the Vlček Family Foundation, the Vlčeks are following on from the work of their private charity organisation Golden Fish, whose mission is to fulfil the wishes of children suffering from life-threatening diseases.

In addition to the founders, members of the statutory and supervisory boards will also play a key role in fulfilling the Vlček Family Foundation's goals. The boards engaged respected professionals in finance, law and taxation, with extensive experience in managing large projects and with high personal integrity.

Ladislav Sekerka, a renowned expert in international finance, will serve on the Board of Directors alongside the Vlčeks.

The Supervisory Board is formed jointly by Alan Rassaby, former head of human resources, chief lawyer, and corporate secretary of Avast, Jan Žůrek, President of the Czech Business Council for Sustainable Development and former managing partner of KPMG, and Lubor Žalman, former CEO of Raiffeisenbank and current partner in EnCor Wealth Management.

Their extensive experience and knowledge will ensure the foundation's long-term sustainability so that its extraordinary financial assets will continuously

generate sufficient revenues to operate its projects. They will also co-operate with paediatric palliative care professionals and physicians caring for seriously ill children.

Katarína and Ondřej Vlčeks consider establishing the foundation to be a perfect way to make meaningful use of the family assets. Katarína Vlčková understands the complexity of long-term care for seriously ill children, mainly through her work as a physician in the mobile hospice Cesta domů, where she meets not only adults but also paediatric patients at the end of their lives.

CURRENT SITUATION

The Vlček Family Foundation's priority is to build a children's hospice and a cutting-edge palliative care centre for children, the first in the country. The project, relying on extensive experience from abroad, also includes a training centre for the professional public and a library. A property to serve as a physical base for this project has already been identified, and purchase negotiations are underway. Upon completion, the building will also become the seat of the newly established foundation and accommodate the Golden Fish ("Zlata rybka") foundation, which Mr Vlček established more than six years ago, annually providing around 20 million crowns to fulfil the wishes of ill children. This work will continue as part of the new foundation, with its staff eventually becoming employees of the new foundation.

The foundation intends to use all the resources for its own projects and does not currently plan to provide financial support to any third parties.

Aiming to help get the Foundation and its work swiftly off the ground, **the founders are currently looking to recruit the Foundation's Chief Executive Officer**, to be complemented by a **Project Director** in charge of overseeing the construction of the hospice and palliative care centre.

POSITION AND KEY EXPECTATIONS

The newly established role of Chief Executive Officer will aim to establish and operate the Foundation, set its strategic direction in close liaison with its founders, and execute on its vision. In addition, the CEO is expected to assist the foundation in identifying other initiatives to further the vision.

The ideal candidate will be a high-calibre executive with multi-year experience in operating at the highest levels of a corporation, such as a CEO or a senior business executive use to be having substantial operating responsibility.

The successful candidate will have a track record of operational excellence in the corporate world or not-for-profit sector and the ability to operate in a complex environment where the cooperation of different service providers is critical to success. They must be inspired by the foundation's vision and be capable of inspiring others. The CEO must have an established network of excellent high-level contacts in the Czech Republic, and ideally also within the business or not-for-profit sectors internationally.

The new leader **will gain a unique opportunity to contribute to developing a family foundation whose vision and funding commitment is unique within the Central European region.**

The simultaneously newly created position of the **Project Director will predominantly focus on overseeing the construction of the hospice and palliative care center**, which is expected to take five years to complete.

The Project Director will be responsible for the launch of the project to build the hospice and palliative care centre, including completing the purchase of the property to host the hospice and the centre and a subsequent opening of a tender to find an architect to remodel and adapt the building.

PRIORITIES AND SHORT- AND MID-TERM GOALS

Specifically, the near-term priorities for the Chief Executive Officer role include:

- Put in place a legal and governance structure for the Foundation.
- Hire and manage staff.
- Propose priorities for other initiatives that may be funded by the foundation.
- Identify partners who may contribute to joint initiatives, including public advocacy both in the Czech Republic and internationally in support of palliative care and other causes promoted by the foundation.
- Implement a development plan to grow the foundation through donations.
- Cooperate closely with the Project Director and the founders in developing and overseeing a project plan for the purchase and fit-out of the palliative care facility.
- Provide a strategic direction to the Project Director in developing an operating plan for the staffing of the palliative care facility.

Short-term goals:

- The buildup of the Foundation infrastructure, compose its operating budget and hire a team

Medium-to-long-term goals:

- As a strategic partner to the Project Director, oversee the completion of the construction and opening of the hospice and palliative care centre.
- A successful implementation of a select number of initiatives approved by the Board and funded by the Foundation.

CANDIDATE PROFILE AND COMPETENCIES

Qualified candidates for this important position will need to demonstrate the following critical competencies:

- Achievement orientation
  - Enables higher performance by incrementally improving approaches based on calculated risks and benefits.
  - Benchmarks own performance against industry best practices.
  - Proactively seeks to improve processes and implement best in class solutions, raising quality and productivity in a calculated way.
  - Identifies new processes and systems to make the business more efficient.

- Team leadership as demonstrated by an ability to:
  - Communicates long-term direction and collaborates with team on how to reach it.
  - Delegates strategic objectives to the whole team with clear and explicit intent; knows the precise level of challenge and how individual team members will handle it.
  - Sets up forums or practices to reinforce independent and open communication among the team members.
  - Holds people accountable for their commitments, providing clarity and outlining in advance ramifications of failure.

- Collaboration and Influencing as demonstrated by an ability to:
  - Facilitates discussions to enable people to collaborate with each other; promotes collaboration across multiple parties.
  - Identifies and meets with key players and stakeholders to help them shape a consensus collectively and engages in a dialogue to reach a final conclusion together, compromising as necessary for results.
  - Develops explicit understanding of which relationships are most important to the organisation and its stakeholders, builds a network prioritising these relationships.

QUALIFICATIONS, PERSONAL CHARACTERISTICS

The successful candidate will be a mature executive with extensive knowledge and experience serving at the highest levels of a corporation or a relevant not-for-profit entity.

The relevant experience and critical skills include:

- University degree.
- Proven track record in a similar top-level position at a corporation or a not-for-profit entity.
- English skills at proficiency level, written and spoken.
- Excellent leadership and communication skills.
- Ability to adjust communication style to the audience / empathy.
- Excellent listening and presentation skills.

The relevant personal characteristics include:

- Exceptional people-centred approach.
- Energetic and proactive attitude.
- Personal characteristics that would complement the personal profiles of team members: Self-starter, energetic, enthusiastic, team oriented, relationship builder, results driven, accountable.

COMPENSATION

The successful candidate will be paid a compensation package adequate with the seniority and essential responsibilities of this role. The founders will reward proven business successes in the form of a variable compensation component.

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