

# Development Lead (maternity leave cover)

## Role description

Are you a skilled fundraiser who wants to support young women experiencing extreme exploitation and risk? If so, we'd love to hear from you.

### Summary of the role

Abianda is an award-winning social enterprise that works with young women and girls affected by gangs and county lines so they can be free from harm and abuse. We are a team of 14 aiming to bring about a culture shift in the way services are delivered to young women. Our vision is to be self-sufficient and innovative in our income generation.

We are looking for someone with proven experience in writing funding bids across a variety of income streams and maintaining stakeholder relationships to cover the key responsibilities of a member of staff going on maternity leave in March. You will have strong communication skills and a breadth of expertise across grants, trusts and public sector contracts. This role reports directly to the CEO.

This is an exciting opportunity for someone who wants social change for young women at risk of exploitation and can work independently on raising funds and developing fundraising ideas. Our training delivery income stream is led by our Sales Officer, who you will line-manage.

### Details of the role

- Full-time (35 hrs/wk) fixed-term contract for 12 months. We can offer flexible working to suit your personal circumstances.
- Salary: £33,660 PA, plus pension.
- Based in Islington, London (N1), with some working from home.
- 28 days holiday per year, plus bank holidays.
- We understand the importance of investing in staff and offer many opportunities for training and personal development.

**To apply** please send your CV and cover letter detailing how you meet the person specification to [sam@abianda.com](mailto:sam@abianda.com). Please also download and complete our equal opportunities form (although this is optional).

## Job description

### Main responsibilities of the role

- Lead on all income generation activities;
- Secure grant and other income to ensure the financial sustainability of the organisation, leading on drafting of competitive service/procurement bids in collaboration with the Senior Management Team (SMT);
- Work closely with the SMT and Senior Practitioners to gather impact data and produce reports;
- Work closely with the Head of Finance and Operations to track and monitor income streams;
- Ensure all areas of our income generation are delivered through the lenses of equality, participation and high standards of quality assurance.

## Management staff responsibilities and expectations

### Cross organisational work

- Be involved in monthly management meetings, addressing organisational staffing, policy, systems and development issues;
- Take on cross organisational actions in support of Abianda's vision and current strategy, and in service of organisational development;
- Support internal communications by sharing information and feedback - ensuring that team members work with are informed and consulted;
- During periods of staff absences you may be required to take on additional tasks as per your seniority, skills and expertise.

### Monitoring and evaluation

- Hold monitoring and evaluation responsibilities, responding to reporting requirements across the project, so that partner and funder questions are answered;
- Be a conduit for communication between those you line manage and the Senior Management Team;

### Line Management and Support

- You will ensure the Sales Officer receives high quality line management support, providing the time and input required to deliver their responsibilities safely, and to an exceptional standard;
- Report to your line manager across all aspects of your responsibilities;
- Participate in monthly supervision with your line manager;
- Participate in whole team meetings.

### Working in partnership

- Your professionalism will reflect the reputation and integrity of the organisation, and your conduct in all responsibilities will uphold Abianda's policies and procedures;
- You will promote Abianda's services, support the engagement of young women and girls in our services, maintaining relationships with partners and commissioners;
- You will attend external monitoring and partner meetings alongside members of the Senior Management Team.

### Safeguarding and participation

- Hold up to date safeguarding knowledge in order to identify and respond promptly to emerging safeguarding issues as they arise (training will be given);
- Encourage a culture of equality, participation and excellence when advising on and responding to safeguarding issues and practice.

## **Please note**

- Due to the work we do, Abianda is a women's only employer, and as such this position is exempt under Schedule 9 of the Equality Act 2010.
- We particularly welcome applications from people with disabilities, people of colour, the LGBTQ+ community and from different socio-economic and educational backgrounds.
- We welcome applications from people from all walks of life, including those who may have had exposure to similar experiences that young women across London are facing.

## Person Specification

### Essential skills / experience

- A strong track record in generating fundraising targets across a variety of income streams, including grants, trusts and public sector contracts;
- Excellent written and communication skills;
- An ability to manage a multi-faceted and fast moving day-to-day remit and to maintain strategic and project oversight on cross organisational developments in a small social enterprise;
- A commitment to our equalities framework and an understanding of the intersectional nature of social identity and how this impacts staff and service users;
- A proactive nature, a willingness to 'go the extra mile', and a curiosity to understand the lives and experiences of young women;
- An excellent, confident and persuasive communicator, able to articulate a mission, and convert people to a cause;
- Excellent organisational and IT skills with the ability to develop and maintain income generation tracking records, and produce high quality grant applications and funding reports;
- A strong values match with our principles, including a passion for bringing about systems change and social justice.

### Desirable skills / experience

- Experience working for not-for-profits with a similar focus, e.g. VAWG, youth violence, participatory work with young people, tackling systemic inequalities through training and advocacy;
- Familiarity with cloud-based databases for managing income generation data, e.g. Salesforce.