

# Join us

See how your skills can  
make a difference as  
**Director of Charity  
Development**

LLOYDS BANK  
FOUNDATION  
England & Wales



Triangular, Gateshead  
/ £50,000 and £30,000  
/ Racial Equity

# Welcome

We're delighted you're interested in working with us.

**Let me set out why we do what we do, and why we'd like you to join us.**

Small local charities make a huge difference to the lives of people across England and Wales. They have a deep understanding of the people and communities they support; they show up when they're needed the most and they stick around over the long term to help people rebuild their lives.

There are 10s of 1000s of them making up the majority of charities. Often unseen, underfunded and under pressure, but embedded in towns, cities and villages across the country.

To those we support directly we provide multi-year unrestricted funding and a comprehensive range of tailored capacity building support which we have developed with and for small charities.

We also recognise that many of the issues small local charities are tackling are deep rooted, impacting so many aspects of people's lives. That's why we have developed a range of work across specific communities with local partners to tackle issues collectively.

To make a lasting difference to people, charities and communities we leverage what we learn from those we can support directly to advocate for wider positive change to policy and practice nationally and locally.

None of this is easy, but we are supported by Lloyds Banking Group which provides us with assured long-term funding which we can extend to those we work with. They're also a partner to us, sharing their skills, knowledge, and resources with local charities.

But whilst we might strive always to be at the forefront of best practice, we know we're far from perfect. We've committed to improving ourselves so that we can be a better partner to those we serve. From truly embedding diversity, equity and inclusion in every aspect of our work to making decisions with people, charities and communities.

This role lies at the heart of all this.

Because everything we do rests on the quality of our support to small local charities directly.



Paul Streets, CEO Lloyds  
Bank Foundation

For the first time the role will bring together all our direct support to small and local charities in one place. And to reflect our aspiration to support the development and resilience of small charities as their partner we have changed the name of the role from Director of Grants to Director of Charity Development.

This is more than symbolic. It reflects what we aspire to, so whilst you will need to understand the power and potential of funding and capacity building support, you may not come from the grant making world. And you certainly don't need to as you will inherit a skilled and experienced team who understand grant making in and out.

We need someone who really understands small charities. And how, as a funder we can make the most difference to their work and impact and the lives of the people they reach. You will understand the need for collaboration that builds trust and a shared sense of commitment to addressing disadvantage, and the benefit of bringing organisations together to learn from each other.

You will want to champion best practice by pushing boundaries across the funding and support sector and drive our commitment to innovation, ensuring we remain at the forefront of development and support to small local charities so that together we can build a more just and compassionate society.

We hope this excites you as much as it does us.



Without the exceptional support the Foundation provides small charities such as ours, and its commitment to reserving 25% for Black Asian and minority ethnic-led groups, we would not have been successful with this grant. The support is twofold: financial and organisational development. It works on trusting the charities it supports – the belief that the charities know what they need and are better positioned to spend the money on what they deem essential instead of dedicating how it should be spent. The organisational development support was as crucial as the financial support, and it helped us focus on strategy, governance and policies that have been evolutionary.

**Sirak Hagos**, Triangular / racial equity charity in the North East / supported through a £50,000 unrestricted grant and a £30,000 grant to provide infrastructure support



# Gateway into the Community



Gateway into the Community helps more than 200 people with a learning disability each year.

We aim to ensure that the people we support have the same life chances and choices as their peers, increase their independence and quality of life and have the opportunity to make and develop friendships. Being based at the centre of the local community is our strength. We are established and well recognised within Hexham and work with many other local services such as the local special school, college and several businesses. We pride ourselves on a bespoke offering and being able to adapt to the needs of the people we support.

We have been working with Lloyds Bank Foundation since 2021, having been lucky enough to secure a £50,000 grant over two years. The grant is fantastic because it covers our core costs – my role and the administration team which comprises two people. These costs are always the hardest to secure yet provide the foundations from which services can operate. Having support from Lloyds Bank Foundation makes us more sustainable and when we apply to other funders, they are reassured because of the support we have in place.

But it's not just the money Lloyds Banks Foundation provides; it's the whole package that makes such a difference! And it's not only the amount and type of support we've had, it's the way it has been offered – from a perspective of understanding our needs as a small charity. This combined support enables us to keep our autonomy and care for everybody – we want to stay true to what our experience and expertise tells us is the right thing to do, rather than be dictated to or told who we can and can't support.

**Julia Ferguson**, CEO, Gateway into the community / learning disabilities charity in the North East / supported with a £50,000 unrestricted grant



Gateway Into  
The Community,  
Hexham / £50,000  
/ Learning Disability



# The Foundation

We have been standing side by side with small and local charities for nearly 40 years.

We believe we have a responsibility to help build a society where everyone, whatever their gender, ethnicity, nationality, religious belief, sexuality, disability, age, class or educational background can thrive.

But we cannot do this alone. We recognise that to truly make a difference towards making society more just and compassionate we need to be bolder, louder and more ambitious. As we launch our new strategy, Building a Better Future, we have taken care to ensure diversity, equity and inclusion is at the heart of everything that we do. We know we still have a long way to go.

We're not afraid to work hard for the changes we know will help charities thrive, communities grow stronger, and people overcome complex issues and fulfill their potential. Together, we will build a better future.

## Over the last five years we have:

**£83.4m**

Awarded £83.4m in grants to 1,566 small and local charities in England and Wales

**3,201**

Provided 3,201 capacity building offers to charities, 1,466 of which were delivered by colleagues from Lloyds Banking Group

**42**

Funded 42 charities to influence policy and practice in domestic abuse, criminal justice and welfare

**6**

Worked deeper locally across six places in England and Wales to help connect and strengthen communities and improve the way people are supported.



Charlie Nunn visiting Project Colt, Halifax

It was incredibly powerful to see first-hand how our charitable Foundations fund grassroots groups to really make a difference in local communities by helping those who need it most. Our partnership with our four charitable Foundations is something I am enormously proud of.

**Charlie Nunn**, CEO, Lloyds Banking Group

# Our vision, mission and values

**Our vision** is of a just and compassionate society where people facing complex issues and barriers have the opportunity to thrive.

**Our mission** is to partner with small and local charities, people and communities working towards a more just and compassionate society.



Since joining the Foundation as a 2027 Associate, the opportunity that was presented to me to get a real insight into the UK voluntary sector in general and grant making in particular was remarkable. I am so proud to be a member of the grant making team and play my part in the drive to better support and develop the capacity of small charities to address the issue of social injustice. I hope to further progress my career in the sector, and I feel I am at the right place.

**Nebiat Tefera Abebe**, Grants Officer



## Our values

### We are passionate

We're passionate about the work of small and local charities and communities working towards a better society where people are supported and can thrive.

### We are inclusive

We support each other and partners, and together build a space where everyone is embraced, trusted and valued so they can be themselves and fulfil their potential.

### We are rooted

We listen and learn from others to understand the challenges people, charities and communities face and commit to act on evidence and knowledge to make lasting change happen.

### We are ambitious

We're not afraid to innovate, take risks, and push for change to break down the barriers people face, strengthen charities, foster more connected communities and a more just society.

# Our five year commitment

Our focus will be on where we can collectively make the greatest change happen from the impact of our funding, support and resources, to the difference charities make to people's lives.

Collaboration will underpin everything we do. We'll help create more spaces and opportunities for charities to work together, build impactful partnerships and wider networks to help them achieve their goals, influence systems, practice and policy and improve people's lives.

We'll continue to work hard to improve ourselves. We'll ensure we keep listening and learning, challenging ourselves. We'll ensure diversity, equity and inclusion is central to our work.

## Our strategic objectives

1

We'll support small and local charities making a life changing difference to people's lives.

2

We will support charities and their partners to collaborate so they can strengthen communities and shape policies, structures and society.

3

We will influence practice and policy locally, regionally and nationally to tackle the causes and consequences of complex issues and the barriers people face.

4

We will work effectively and efficiently to maximise our impact, sharing resources, opportunity and power.



Triangular



The Vine Centre



Handcrafted Projects



The Harbour Project

# The difference we hope to make

## Included people

We will develop and share the most effective service models for people facing complex issues, Black, Asian and minority ethnic, and D/deaf and disabled communities.

## Resilient charities

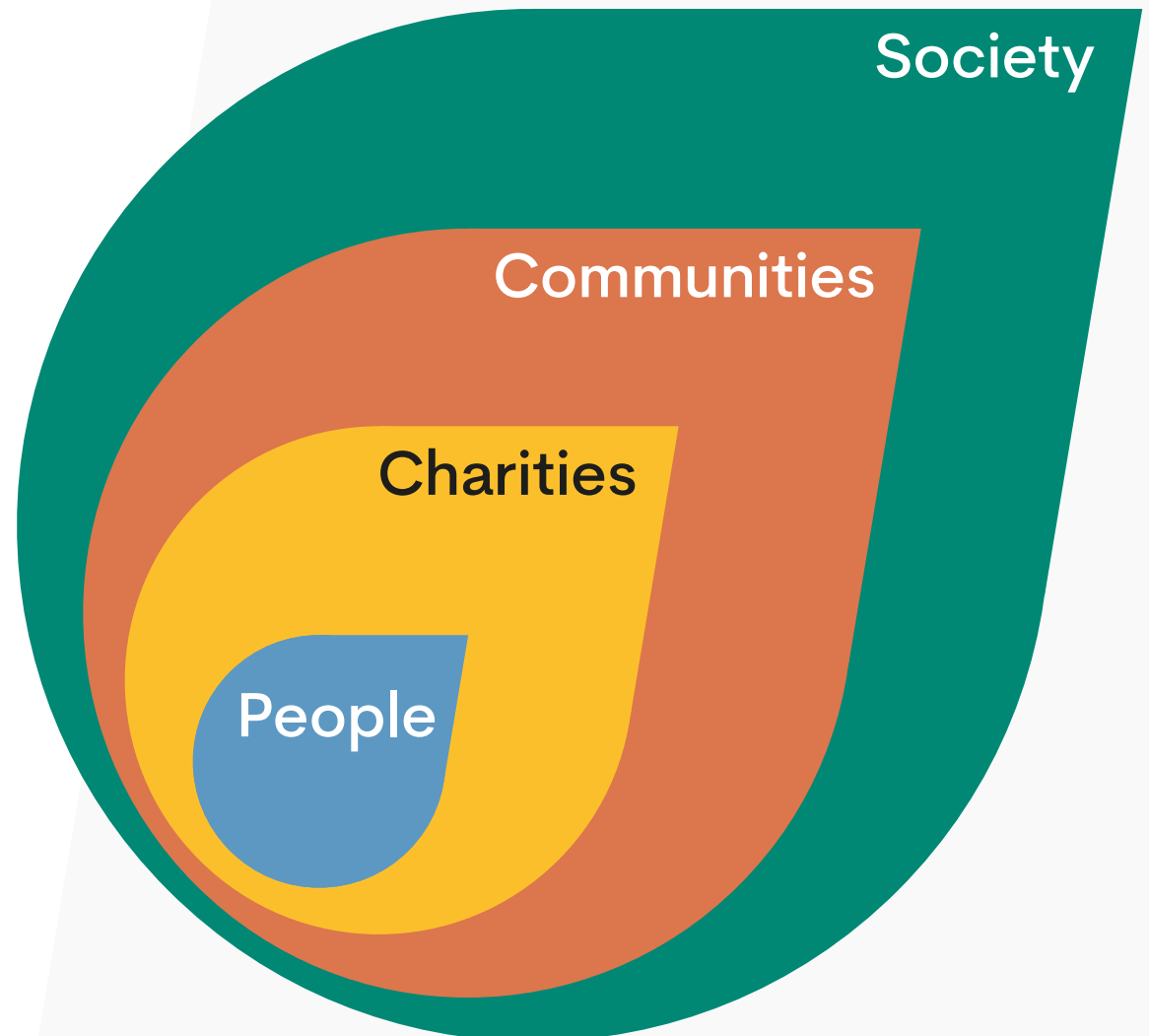
We will maximise the resilience of small and local charities through a combination of funding and development support.

## Thriving communities

We will support communities to collaborate and tackle their most entrenched and pressing issues.

## A just and compassionate society

We will share our learning with other sectors and places and influence national policy for the benefit of small charities and the communities they serve.





# The Director of Charity Development

|                        |  |
|------------------------|--|
| <b>Job Title</b>       | Director of Charity Development                                  |
| <b>Job Level</b>       | Senior Leadership Team   |
| <b>Reports to</b>      | Chief Executive  |
| <b>Responsible for</b> | Three Heads of Grants and their teams; Skills Based Volunteering |

## Introduction

The Director of Charity Development will play a key role in developing and delivering our new strategy Building a Better Future launched in October 2022.

You will bring together all our support to small and local charities, from direct unrestricted funding to helping charities build their skills, capacity and resilience. You will also play a pivotal role in emerging work to support local collaborations of charities.

You will be responsible for the strategy, delivery and distribution of approximately £15m each year, including an extensive range of capacity building support to around 600 small charities across England and Wales who work on some of the toughest social issues. This is managed through a staff team of around 25 who work with and through hundreds of consultants and providers, and thousands of volunteers from Lloyds Banking Group.

You will champion best practice by pushing boundaries across the funding and support sector, and drive our commitment to innovation, ensuring we remain at the forefront of development and support to small local charities so that collectively we can build a more just and compassionate society.

This role comes with a high degree of influence where you will maintain positive working relationships across the Foundation, Lloyds Banking Group as well as other trusts and foundations and support providers for small charities.

You will be an advocate of our values internally and externally ensuring that equity, diversity and inclusion is at the heart of our work.

## Our team

You will be a key member of our senior leadership team comprising the Chief Executive (CEO); Chief Operating Officer; Director Policy, Communications and Research and Director of Communities. Alongside them, you will be accountable to the CEO and through them to the Board.

You will manage a team that currently comprises two Heads of Grants (North and South) who each manage teams of Regional Managers working from home, and a Head of Grant Management, who manages a London based/hybrid team with responsibility for all our systems, processes, customer service and early-stage decisions. Our skills based volunteering programme, working with and through our partners in Lloyds Banking Group, will be merged into the team soon after appointment. There will be an opportunity to review and build this in line with the new strategy.

# The role

## Strategy and delivery: the directorate

- Provide strategic leadership to the Directorate Management Team supporting them to develop and deliver the Foundation's strategy.
- Ensure the continued development and delivery of our strategy in maximising the resilience of small and local charities through a combination of funding and capacity building support - including skills-based volunteering. Delivering a high standard of service, and a learning approach which drives continual improvement, efficiency and effectiveness and maximises our impact.
- Ensure continued innovation in our capacity building offer for small charities – with an increased focus on organisational sustainability, income diversification and long-term resilience.
- Ensure our skills-based volunteering work with Lloyds Banking Group is completely integrated into our overall capacity building support, and we work with charities and the Group to build this into a class leading value added corporate/voluntary sector partnership, as an exemplar we can share with others, and use as a platform to promote and support local business and charity links.
- Work with the Director of Communities to deliver our work to support local collaborations of small charities through the Regional Manager teams.
- Ensure we offer a high-quality Matched Giving offer in response to the fundraising and volunteering efforts of Lloyds Banking Group staff and the charities they support and oversee periodic reviews of the approach and effectiveness of the programme.
- Ensure the continued development of our customer relationship management system (currently Salesforce) ensuring it's integrated and effectively adopted across the Foundation.
- Oversee our approaches to due diligence, including safeguarding (where the Director will be our named lead) as key resources for the directorate and whole organisation.
- Deliver a Directorate wide staff development programme, building on the best of what we do now, but addressing the need for adaption and development support to ensure our delivery capability matches our strategy.

- Ensure we place local organisations and communities at the heart of our work through a range of innovative approaches to 'bring the outside in' as partners to support our continued improvement and learning.
- Bring our commitment to putting equity diversity and inclusion to life in the work of the Directorate.

## Promotion, partnership and leadership outside the Foundation

- Be a champion for the work of the Foundation externally ensuring we are driving the leading edge of practice by contributing to, and learning from, practice elsewhere, sharing what we learn from our own work and offering to support good practice and potential partnerships with others across the sector.
- Champion, lead and advocate for our work with Lloyds Banking Group, particularly in relation to skills based volunteering, matched giving and new initiatives which can add value to small charities and those they serve - working with, and supporting, our sister Foundations in Scotland, Northern Ireland and the Channel Isles in delivery where appropriate.

## As a member of the Senior Leadership Team (SLT).

- Play a full role in the wider leadership and management of the Foundation.
- Ensure we are more than the sum of our parts, by creating excellent collaborative working relationships with other members of the SLT to ensure our work with charities feeds into our work in Communities, Policy, Communications and Research and vice versa.
- Ensure staff are supported to achieve the best they can through effective performance management, regular feedback, coaching, and appropriate training and development opportunities.
- Maintain excellent working relationships with Board members to ensure they are appraised of all key developments and actively engaged in key issues of strategy.
- Maximise the active engagement of all the organisations we support in improving and shaping what we do.
- Personally exhibit open, inclusive and effective communication practices in all day to day activities, communicating strategy and policy decisions from the Senior Leadership Team as appropriate.

# Who we are looking for

## Knowledge and experience

- Knowledge of what it takes to build the capabilities, sustainability, effectiveness and resilience of small and local charities along with experience of delivering or receiving funding, grant making processes and capacity building for small and local charities and other organisations.
- Understanding of advocacy and influencing or campaigning and how wider lessons can be drawn out from that of frontline organisations.
- Understanding of the voluntary, community and social enterprise sectors and their current context, governance and the role and importance of volunteers.
- Experience of managing, influencing and bringing about significant change, and of working collaboratively, building partnerships with others formally and informally.
- Knowledge, understanding or experience of working with the private and public sectors, and / or of other not for profit social purpose organisations including CICs, is desirable (but not essential).
- Previous experience of grant making is desirable although not essential.
- Experience or aptitude for speaking in public would be an asset.
- Experience of managing remote teams.

## Skills, abilities and personal attributes

- Ability to work alongside colleagues as part of a team, sharing ideas, problem solving collectively and ensuring the work of the directorate is understood and connected to the rest of the Foundation.
- Ability, and credibility, to operate effectively at Board and Senior Leadership Team level.
- Excellent people management skills with a strong performance and development focus.
- Excellent written and verbal communication skills including ability to represent and speak for the Foundation in public settings.
- Commitment to the use of data, evidence and learning and support improvement and influence wider practice.
- Strong skills in the development, management and control of budgets and financial plans.
- A demonstrable commitment to placing equity, diversity and inclusion at the very heart of your work.



# Summary of terms

**Contract type**

Permanent, Full time

**Remuneration**

This appointment is offered with a salary of around £90,000

**Annual leave**

25 days per annum, increasing by an additional day for each completed years' service up to a maximum of 30 days per annum (pro-rated for part time employees).

**Probationary period**

6 months

**Notice period**

3 months' notice from either party after completion of probation.

**Location**

Hybrid working. There will be a requirement to travel frequently across England and Wales to support both the Regional and London based teams. On average this may be 2–3 days a week including regular meetings in the London office.

**Pension**

A defined contribution salary sacrifice pension scheme is available for all employees. The table below summarises the contributions employees make and the additional contributions the Foundation makes.

| Individual contribution | Employers' contribution | Total |
|-------------------------|-------------------------|-------|
| 3%                      | 8%                      | 11%   |
| 4%                      | 10%                     | 14%   |
| 5%                      | 13%                     | 18%   |

**Life assurance**

Provided at 4x basic salary.

**Employee assistance programme**

Fully funded access to a 24hr/365 days a year telephone counselling

helpline with BHSF rise. This also includes 6x face to face counselling sessions per year.

**Private medical insurance**

Fully funded entry into Aviva's private medical insurance (including dental, eye care and specialist mental health provision) with no excess. Employees may purchase additional cover for a partner or family members at an additional cost. This benefit is available to employees on completion of probation.

**Cycle to work scheme**

The cycle to work scheme allows you to purchase a bike and associated equipment (from £100 up to a total value of £1,000 + VAT) tax and NI free through a hire agreement, whereby you loan the bike for a period of 12 months.

**Volunteering scheme**

Two days are given per year to take up volunteering opportunities.

**EDI statement**

We encourage applications from all sections of our community, irrespective of age, disability, sex, gender identity, pregnancy, maternity, race (which includes colour, nationality and ethnic or national origins), sexual orientation, religion or belief, or because someone is married or in a civil partnership. We want an inclusive organisation that reflects our community and where everyone feels empowered to bring their authentic selves to work and fulfil their potential. We believe our organisation will be a better, more creative and innovative place to work if we can harness the benefit of different perspectives.

The Foundation is committed to making our recruitment practices barrier-free and inclusive for everyone. This includes making adjustments during the recruitment process and offering a guaranteed interview for D/deaf, disabled and neurodiverse people who meet the minimum recruitment criteria.

If you need any adjustments for any part of the recruitment process please email [juliet.taylor@starfishsearch.com](mailto:juliet.taylor@starfishsearch.com) in confidence, to discuss these.

# How to apply

We hope you will consider making an application.

**To make an application please go to <https://starfishsearch.com/jobs/lloyds-dir-char-dev/> and click on the apply now button, with the following prepared:**

- your CV (no more than three pages)
- a short supporting statement (no more than two pages please) that sets out why you are interested in joining Lloyds Bank Foundation – and the skills, experience and motivation you would bring to the role
- any dates when you would **not** be available to attend interview.

|                                     |  |
|-------------------------------------|--|
| Closing date                        | Monday 13 March 2023   |
| First stage discussions             | w/c 20 March 2023  |
| Agreement of the final shortlist    | By Friday 31 March 2023  |
| Informal conversations with the CEO | Prior to final interview   |
| Final interviews                    | We will be holding two virtual stakeholder panels on 3rd April – these will be an opportunity to meet key stakeholders, hear from them and ask questions. This will be followed by face to face panel interviews on 4th April. |

We would also be grateful if you would also complete the Equality and Diversity monitoring form on the online application process. This form is for monitoring purposes only and is not treated as part of your application.

We're an independent charitable foundation funded by Lloyds Banking Group. We work in partnership with small and local charities, people and communities, changing lives and working towards a more just and compassionate society.

The needs and aspirations of people drive our work. We strengthen the small and local charities that support them and the communities they live in, and advocate for a better future.

Through unrestricted funding, support to develop, and influencing policy and practice we help small and local charities thrive, communities grow stronger, and people overcome complex issues and barriers so they can transform their lives.

**LLOYDS BANK  
FOUNDATION**  
England & Wales



#### Further reading

Click the cover to download

[lloydsbankfoundation.org.uk](https://lloydsbankfoundation.org.uk)

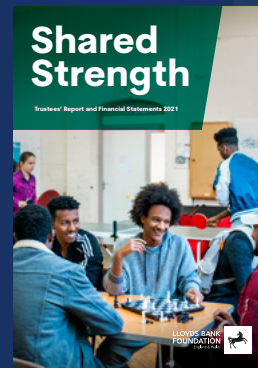
 @LBFEW

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 /lloydsbankfoundation

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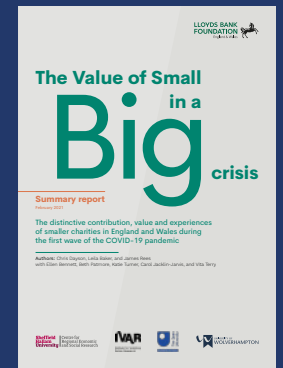
Shared Strength 2021  
Impact Report



Building a Better Future  
Our 2022–2026 Strategy



Lessons For Funder  
Practice 2018–2022



Small charities  
responding to COVID-19:  
Summer 2021

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