Social Entrepreneur Support Lead - England

**Terms:** Permanent, Full Time

**Reports To:** Head of Social Entrepreneur Support

**Salary Band:** Grade E: £47,163-£51,879 + £3,285 London Weighting if applicable.

**Location:**  Hybrid – linked to one of our offices in London or Birmingham

## Who We Are

UnLtd is the leading provider of support to social entrepreneurs in the UK and offers the largest such network in the world. Our mission is to find social entrepreneurs with bold solutions to today’s challenges. Through funding and support, we help them to realise their potential and creating lasting change.

UnLtd’s vision is a future where enterprising people are transforming our world for good. To enable this, we are committed to developing an ecosystem of support to make it easier for those who need help to find it.

UnLtd values diversity and is committed to inclusion and understanding intersectionality. These are more than just buzz words for us. They’re principles guiding how we build our teams, support leaders, empower social entrepreneurs and create an organisation that’s the right fit for every person.

To support an inclusive environment where employees feel empowered to share their lived experiences and ideas, we have embedded an equity and inclusion group within UnLtd giving us a wide range of different perspectives in our work to help us see what is most needed in society.  We are particularly keen to hear from those who identify as Black, Asian or Minority Ethnic, LGBTQIA, people who are disabled, those with learning differences, those with caring responsibilities, from a less advantaged socioeconomic background as well as any other under-represented group in our workforce.

UnLtd welcome discussing and accommodating reasonable adjustments that can support an individual with disability related to physical, mental health or both.

## About the Role

We have a talented Social Entrepreneur Support team who find, fund, and support grant recipients (who we call award winners) across the UK. They provide coaching to award winners on matters ranging from managing their cash flow, developing business plans, evidencing social impact and raising investment, to helping them tap into the support UnLtd has to offer across different teams and directorates such as mentorship and pro-bono support. As Social Entrepreneur Support Lead- England, you will line manage a multi-disciplinary team delivering support to individuals from application through to alumni and ensuring the distribution of funds to social entrepreneurs.

Guided by our dual goals to fund for impact and deliver market leading support, we support Social Entrepreneurs across the UK to create change. This role will work in collaboration across the organisation to ensure we deliver, improve and develop our find, fund, and support offer. This role will encourage and lead the SE Support team across England to seek a diverse pipeline and deliver equitable awards and support, by working alongside social entrepreneurs and by making data informed decisions. You will play a major role in deepening our capability and expertise within our awards delivery. This will include the development of internal knowledge and awareness, increasing visibility and reputation across the sector, and support the development of partnerships to enable us to deliver on our strategic goals.

## Key Accountabilities

1. **Manage and oversee the high-quality delivery of all support (financial and non-financial) to social entrepreneurs within England furthering our strategic ambitions**

* Lead the implementation of UnLtd’s [Breaking Down Barriers strategy]("  "https://breakingdownbarriers.unltd.org.uk/) across England
* Lead the delivery and deepening of our support to social entrepreneurs across England ensuring thoughtful award allocation, which is impactful, accessible, equitable, and inclusive.
* Guide and be responsible for overseeing the award process and decision making for the England team
* Work alongside the Head of Social Entrepreneur Support to lead on how the award and support offer aligns with UnLtd’s strategic ambitions and contributes to our overall vision and mission
* Work alongside the Head of Social Entrepreneur Support to prepare quarterly reports for the Millenium Awards Trust and Social Entrepreneur Support Committees.
* Work alongside the Community and Partnerships team and lead the delivery of partnerships within support across England
* Act as a designated safeguarding officer supporting the SE Support team to manage award winner safeguarding issues

1. **Effective internal and external oversight to deliver Breaking Down Barriers**

* Work closely with the Head of Operations and Head of Social Entrepreneur Support to embed new support/innovation into our support model
* Proactively collaborate across working groups connected to UnLtd’s Breaking Down Barriers strategy to improve the quality and impact of our work
* Strengthen capability and expertise within our support system. This will include the development of internal knowledge and awareness
* Increase our visibility and reputation across the sector and collaborate with colleagues to support partnerships which will enable us to deliver on our strategic goals

1. **Provide leadership and management for the England Team**

* Set the vision for the England team, working closely with the Head of Social Entrepreneur Support
* Set clear performance expectations for the team. This will include leading on developing team and individual work plans and learning and development plans, and reviewing achievements against goals for team members
* Inspire the team to deliver the highest quality of support to all our Social Entrepreneurs. This will include all aspects from outreach (online and offline) through to support (1:1 and Cohort) and transitioning in a timely manner from UnLtd or onto investment
* Ensure staff and social entrepreneurs are safeguarded and procedures are followed
* Oversee and ensure that the team are consistently using relevant systems (PowerBi, Dynamics CRM system) and providing equitable support to social entrepreneurs
* Responsible for operational and funding budgetary management for the England Team, working closely with the Thematic Team Lead and Head of Social Entrepreneur Support to agree inclusive award and support distribution and equitable caseload management

**Other responsibilities**

* Act as an ambassador for our values, ensuring your team are inspired, motivated and feel valued. Ensure a learning culture is maintained at the heart of UnLtd encouraging the effective exchange of knowledge, skills and learning, and encouraging staff to aim high.

*Job descriptions cannot be exhaustive. You may also be expected to support and deliver other projects and tasks, in line with your skills and experience that contribute to our overall organisation objectives beyond your core role. The post holder can also expect to be asked to undertake some UK travel for work on occasion. This may involve overnight stays.*

## What exactly are we looking for?

## Often called ‘Essential Criteria’

* You have experience and a proven track record of success in leading a team to provide grants and/or advisory support to individuals and small organisations
* You have demonstrable experience of effective operational delivery across a range of programmes and geographies
* You understand the political, economic and legal context that social entrepreneurs work in
* You can demonstrate values-led leadership both of your own team and as a leader of other colleagues by example and co-operation
* You have demonstrable experience of effectively managing and delivering against multiple priorities at the same time
* You have excellent communication skills in all formats, specifically where there is resistance, conflict, uncertainty or complex issues to manage and convey – recognising that people absorb information in different ways
* You can build and maintain relationships and strategic alliances. You also have experience of engaging partners and building valued, trusted relationships
* You can create an environment where people work to improve the way things are done
* You can understand and use data in a robust way to inform decisions
* You will have experience of effective budget management and financial monitoring skills
* You are willing and able to adjust to multiple demands, shifting priorities, and demonstrate flexibility
* You are aware of safeguarding practices and legislation for England
* You are proficient in the main MS Office applications, including Outlook, Word, Excel and Powerpoint and confident in using CRM systems

## Personal attributes and values

* You are mission driven and empathetic, with a powerful connection to our mission and values
* You are actively committed to equity, diversity and inclusion
* You are dedicated to enable UnLtd to achieve our strategy and place social entrepreneurs at the heart of all we do
* You are a strategic thinker and practitioner with a proactive, solutions-oriented approach
* You are results and impact-oriented with the highest standards in terms of delivery and performance, seeking to continuously improve and learn
* You are collaborative and a team player
* You demonstrate personal integrity at all times

## UnLtd’s Values

At UnLtd we are looking for people who support our values below.

**We are Brave**

* We are ambitious about achieving social change
* We are bold in pursuing new ideas
* We are resilient in the face of adversity

**We are Inclusive**

* We actively seek out great talent from everywhere
* We value diversity and welcome challenging points of view
* We foster an open and supportive environment

**We are Accountable**

* We are transparent in our decisions and actions
* When things go wrong, we learn from it
* We hold ourselves to our purpose