**Head of Investment  - Maternity Cover**

**Terms:** Fixed Term (14 months)

**Reports To**: Director of Delivery & Investment

**Salary Band:** £61,059 + London weighting of £3,285 per annum if applicable

**Location:** Hybrid / Remote

**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 eco-system 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.

**About the Role**

Over the past 7 years, UnLtd have developed and built an investment offer for social purpose organisations. This has included the development and full deployment of two investment funds - UnLtd Impact Fund, and the Thrive Fund. We launched our third investment fund in partnership with Big Issue Invest in December 2022. The Growth Impact Fund is currently a £10m fund focussed on providing capital for diverse-led social purpose organisations.

Reporting into the Director of Delivery & Investment, we are looking for maternity cover for our Head of Investment role. This person would be responsible and accountable for our investment work across UnLtd. This includes the management of the previously deployed funds as well as management of UnLtd’s role in the delivery of the Growth Impact Fund, specifically the management of the pre and post investment support and the management of our portfolio of investees.

This is a significant role for UnLtd. It requires experience of working on and in an investment fund, managing a complex and ever-changing investment portfolio, as well as the ability to manage a team, and a high-level strategic partnership with Big Issue Invest.

**Key Accountabilities**

* **Leading on UnLtd’s social investment offer**
	+ The UnLtd Investment team is still relatively new, you will lead on the iteration and development of this work, building on what we are currently delivering and exploring future strategic opportunities for UnLtd.
	+ Leading on the full integration and alignment of our investment offer across other teams and colleagues at UnLtd
* **Leading on the delivery of our Technical Assistance fund**
	+ Alongside the investment fund, we have a separate grant and support facility for social purpose organisations before they access investment. This role will manage and lead a team in the delivery of this work.
	+ Leading this work to ensure it is aligned and complemented across UnLtd’s wider support offer to social entrepreneurs.

* **Managing a portfolio of investees**
	+ Leading the management of a portfolio of investees, including the various implications and considerations of risk, and managing this appropriately
	+ Reporting to the Board and various committees on the management of an active investee portfolio. Including the financial risk and implications

* **Leading a team**
	+ Leading a team of Portfolio Managers (currently a team of two Portfolio Managers) in the running of the investment fund.
	+ Working closely with and leading other colleagues and teams across the organisation

* **Reporting and compliance**
	+ Leading on all reporting, bringing in and working closely with our Research team where necessary, in regards to UnLtd’s delivery of the Growth Impact Fund, both to external partners and to our own internal Board
	+ Working closely with our Finance team as well as  with Big Issue Invest team to ensure ongoing compliance in the delivery of our investment work

**What exactly are we looking for?**

**Often called ‘Essential Criteria’**

* You have experience of working with and in the complexities of a social investment fund
* You have experience of supporting early stage social purpose organisations
* You have experience of leading a team
* You have good knowledge of the social investment market in the UK
* You have excellent organisational skills including problem solving, managing conflicting pressures, workload allocation, reporting and efficient record-keeping

**Often called ‘Desirable Criteria’**

* You have good relationships with organisations in the sector and can influence change as per the aims of the fund we are launching
* You enjoy taking a test and learn approach and have experience of embedding continual improvement into your work

**Personal attributes and values**

* You are motivated, committed, and with a deep empathy and connection to our mission and values
* You can balance the role of an individual with considerable initiative, with the need to work as a team-member of a national organisation
* You demonstrate personal integrity and professionalism at all times
* This role is central to UnLtd. We are looking for someone to lead our investment team and to drive our future strategy as a social investor.
* You are committed to an impact-first investment approach
* You are a structured thinker with an ability to analyse and resolve issues effectively
* You are strategic in outlook – understanding the market and ecosystem in which we operate, and how we can improve it
* You are able to communicate effectively with people at all levels including social ventures, government, corporate partners and the media
* You are able to present complex information in understandable formats for internal and external audiences
* You have a flexible approach to the job combining energy, enthusiasm and a will to succeed, to make our offer to social entrepreneurs a best-in-class service
* You are confident in decision-making, methodical and well-organised, adept at juggling multiple priorities

**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