

# Development Partnership Brief

## Scope of this work

We are seeking to recruit 11 Development Partners, with a wide range of diverse skills and experience, one in each of the Foundations regions who will each support between 12-15 charities over 12 months.

The Development Partner will:

- Be the primary contact between the charity and the Foundation on organisational development matters.
- Develop a trusted relationship with each charity.
- Use a common diagnostic framework determined by Lloyds Bank Foundation for England and Wales to identify development needs and provide a benchmark to track organisational development.
- Work hand in hand with each charity to develop an action plan outlining the support to be provided and an overall summary action plan both of which will be discussed with the Regional Manager, these may change due to COVID-19.
- Support the charity with both practical and strategic needs depending on the priorities of each charity, this could range from fundraising applications to facilitating board strategy conversations.
- Support the charity to address development needs, either directly (if they have relevant expertise), or by working with the Foundation's Regional Manager to identify the appropriate resources available through the [Foundation's Enhance Programme](#), or accessing wider Foundation support.
- Support the charity to understand and engage with the wider ecosystem by linking into relevant local networks / partnerships and supporting them to influence key stakeholders.
- Facilitate networks / peer learning across the Regional Cohorts (minimum of 3 per year).
- Participate in bi-monthly Development Partner / Foundation learning events which will contribute to published "learning reports" for the wider sector e.g. analysis of emerging needs.
- Provide shadowing opportunities to the Regional Manager to support shared learning.
- Meet quarterly with the Regional Manager to share learning on the challenges and successes of the charities.
- Support charities to engage with partnership and development opportunities specific to the [six locations in in our People and Communities work](#).
- Contribute to the evaluation of the programme.

Individuals are required to “live on the patch”, be mobile and able to travel frequently to the charities within their patch once it is safe to do so.

Development Partners will need the following skills and experience:

## Skills

- Passionate about empowering leaders to grow and adapt.
- Excellent communication skills with the ability to inspire, motivate and confidently work with the charity’s leadership to offer direction that will successfully deliver results with vision, innovation and resourcefulness.
- Strong strategic planning and financial skills, and an established track record in supporting charities to strengthen their resilience, impact and finances.
- A strong understanding of, and commitment to Equity, Diversity and Inclusion (EDI) and be able support the charity to further develop an inclusive approach.
- Strong evidence of cultural awareness and understanding of the needs of diverse communities.
- The ability to take a practical approach when working with charity Boards and executive teams to implement development outputs, such as the new systems.
- Able to work in partnership with other teams in the Foundation and – where applicable – in the region.
- The ability to identify and de-escalate risks, to assist the development of robust and viable business plans and governance arrangements.
- Proven facilitation and training skills and the ability to deliver effective and engaging support face to face and remotely and confidence at using online collaboration tools for example, Zoom, Teams, Miro etc.
- Project management skills, able to manage multiple relationships and workloads simultaneously.
- The ability to synthesise learning across the cohort.
- Exceptional influencing skills.
- A confident networker.
- IT literate including Microsoft office i.e. Excel, PowerPoint and Word.
- A coaching / mentoring skills qualification would also be desirable.

## Experience

- At least 3 years’ experience of developing trusting and impactful relationships with charity leaders within small and medium sized charities (income under £1 million).

- At least 3 years' experience of supporting charities to develop the way they are managed and the way they deliver services.
- Knowledge of the local community and voluntary sector in your region and a deep understanding of the wider ecosystem, having managed relationships within it.
- Wider knowledge of the fundraising and grant giving sector.
- Experience of managing the momentum of development work whilst understanding the constraints of small charities.
- Direct experience of a range of challenges that small and medium sized charities face and of supporting charities to identify and address such issues.

## Budget

Given the scale of this commission (between 90 -100 days). The maximum daily rate payable is **£300 PLUS VAT. Plus expenses, in line with the Foundation's expense policy.**

The Development Partner will need to commit an average of 7.5 -8.5 days per month, over a 12-month period, to this programme (subject to the number of charity partners in each regional cohort).

We will only accept expressions of interest from individuals who live in the region, and not from National or Regional bodies.

## Timescales

Applications to the Covid-19 Recovery Fund are now closed, with decisions confirmed by **11<sup>th</sup> December 2020**. We anticipate that the Development Partner work with charities will begin in **January 2021**, with an Induction into the programme, for Development Partners in **November / December 2020**.

- **16<sup>th</sup> October 2020, 5.00p.m** - Expression of interest deadline
- **16<sup>th</sup> November to 24<sup>th</sup> November 2020** - Development Partner interviews (these will include a representative from one of the charities we partner with).
- **4<sup>th</sup> December 2020** - Development Partner offers made and contracts signed
- **7<sup>th</sup> to 11<sup>th</sup> December 2020** - Development Partner induction (5 days)
- **January to December 2021** - Development Partners engage with their portfolio of charities

## Development Partner Regions Appendix A

<p><b>North East and Cumbria</b> County Durham Cumbria Darlington Gateshead Hartlepool Middlesbrough Newcastle-upon-Tyne Northumberland North Tyneside Redcar and Cleveland South Tyneside Stockton on Tees Sunderland</p>	<p><b>Yorkshire and Humberside</b> Barnsley Bradford Calderdale Doncaster East Riding of Yorkshire Hull Kirklees Leeds, North Yorkshire Rotherham Sheffield Wakefield York</p>
<p><b>North West (excl. Cumbria)</b> Greater Manchester Cheshire West and Chester Cheshire East Merseyside Lancashire Warrington Halton Isle of Man Blackpool Blackburn with Darwen</p>	<p><b>West Midlands</b> Birmingham Coventry Dudley Herefordshire Sandwell Shropshire Solihull Staffordshire Stoke-on-Trent Telford and Wrekin Walsall Warwickshire Wolverhampton Worcestershire</p>
<p><b>Wales</b> Anglesey Blaenau Gwent Bridgend Caerphilly Cardiff Carmarthenshire Ceredigion Conwy Denbighshire Flintshire Gwynedd Merthyr Tydfil Monmouthshire Neath Port Talbot Newport Pembrokeshire</p>	<p><b>East Midlands</b> Derby Derbyshire Lincolnshire Leicester Leicestershire Northamptonshire Nottingham City Nottinghamshire Rutland Peterborough (UA) Luton (UA) Central Bedfordshire (UA) Bedford (UA) North Lincolnshire (UA) North East Lincolnshire (UA)</p>

<p>Powys Rhondda Cynon Taf Swansea Torfean Vale of Glamorgan Wrexham</p>	
<p><b>South East (excluding Surrey)</b> Kent West Sussex East Sussex South East London (Greewich, Bromley, Southwark, Bexley, Lewisham) (not Lambeth &amp; Croydon) Tower Hamlets Newham City of London</p>	<p><b>East of England:</b> Cambridgeshire Hertfordshire Essex Norfolk Suffolk East London (excl. Tower Hamlets and Newham) Barnet Enfield Haringey</p>
<p><b>London and Surrey:</b> Central London Southwest and South London inc Lambeth and Croydon West London Northwest London North London - except Barnet and Hackney Surrey</p>	<p><b>South West</b> Cornwall Isles of Scilly Devon Plymouth Torbay Somerset Dorset Bournemouth, Christchurch and Poole Bath and North East Somerset North Somerset Bristol</p>
<p><b>South Central England:</b> Buckinghamshire (UA) Milton Keynes (UA) Berkshire Slough (UA) Bracknell Forest (UA) Reading (UA) Windsor &amp; Maidenhead (UA) Wokingham (UA) West Berkshire (UA) Hampshire Southampton (UA) Portsmouth (UA) Isle of Wight Wiltshire Swindon (UA) Oxfordshire Gloucestershire South Gloucestershire (UA)</p>	