



## Recruitment Pack: Director (Place Based Giving)

*“Place based giving is about more than funding, it is about involving people in the decisions which affect them, listening about where investment can be targeted and bringing together unusual suspects to make change happen”.*

We are recruiting a **Director** to lead a new **Resource Hub** on Place Based Giving. Come and join us to lead, grow and realise the potential for place based giving to help transform the lives of our communities.

### What's the job?

This year we will be launching a new Resource Hub to support the growth of place based giving, a growing movement across London and beyond, which puts more funding and decision making into the hands of local people. Based on the idea that we all have something to give, it brings together people, ideas, passion and money and finds new ways to use these assets to benefit the community and bring about change<sup>1</sup>.

We are looking for a Director to lead this exciting new piece of work, which will build on the legacy of the [London's Giving](#) programme and transform the reach and potential of place based giving in London and beyond. We have secured three years of funding from the City Bridge Foundation for this phase of the Hub as part of a ten year funding commitment.

You can read more about the Hub in this [blog](#) and our [Resource Hub FAQs](#).

### So who are we?

London Funders will be hosting the Hub and helping to get it established. London Funders is at the heart of a great network of over 170 member organisations, focused on funding in London. This includes every local authority in London, City Hall, independent trusts and foundations, businesses, social investment organisations, housing associations and more. Together, our members invest hundreds of millions of pounds every year in civil society through all aspects of London's life, from arts through to welfare, so that people across our communities can live better lives. We're the place where funders come together to connect and collaborate, where ideas are generated and acted on, and where people work to ensure that resources are channelled to the right places. You can read more about our ambitions [here](#).

Over the past year we've grown in number and have several new programmes of work underway, which are all driven by the commitment to making funding more collaborative, equitable and effective for our communities. The new Resource Hub for Place Based Giving is one of these, alongside other live programmes such as [Propel](#) and our new [vehicle](#) for funder collaboration<sup>2</sup>.

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<sup>1</sup> For more information about Place Based Giving, check out the [PBG FAQs](#) and the latest [impact report from the London's Giving network](#)

<sup>2</sup> London Funders is launching a new space for collaboration between funders and civil society in 2024. Please check out our website for the latest news and updates [www.londonfunders.org.uk](http://www.londonfunders.org.uk)

## What do people say about us?

We're always listening to people to help shape our work – and we've shared a few reflections below so that you can get a better sense of who we are and what we do. You can also see some of their comments and thoughts yourself on our social media (@LondonFunders).

Yvonne Field, the Founder of Ubele, worked with us on the London Community Response collaboration, helping to ensure that groups led by Black and Minoritised communities can access funding and is a vital part of our partnership looking to the future of funding in our city:

*"It has been refreshing to see a partnership of funders that have really put equity at the heart of their approach, and to see that when we work together we can ensure that communities get the resources they need."*

We also ask our members what they think about us:

*"London Funders are a small team that achieve big things - thanks for all you do."*

*"You are a really lovely team, and have done an incredible amount to strengthen and support funding for vital community led activity in London. It is hugely appreciated and it is always great to interact with you"*

*"You are a highly valuable part of the funding ecology of London and beyond adding to the efficiency and effectiveness of the sector and critically ensuring we are values driven"*

## Who are we looking for?

This role requires someone who can put ambitions into practice, with excellent project management skills and the ability to balance multiple strands of work. But you will also need to be a strong strategic thinker, able to build connections across the sectors to advocate for change, influence practice across the funding community, and take advantage of new opportunities as the Hub develops.

One aspect of the role will be to work with the London funders team and the Hub's Steering Group to develop the long term vision for the Hub. London Funders has agreed to initially host the Hub, and during this time the Director will be tasked with exploring the best long term structure and resourcing for the Hub, building on recommendations developed as part of the Hub's feasibility study in 2022<sup>3</sup>. You'll need to be a natural collaborator with a track record of bringing diverse partners together to develop and achieve shared goals. You will also be someone who can bring their own ideas to help develop the future ambition and resourcing of this work.

We're proud of the diversity and vibrancy of our city, and work to champion equity and justice in all that we do. We are actively working to make sure we reflect our community in our staff team, and are particularly welcoming of applicants from Black and racially minoritised communities, and from people with disabilities, to help strengthen the diversity of thought and experience in our team.

## What can we offer?

We are a small organisation with big ambitions. And we can't achieve those without our staff team. That's why we work hard to create a positive work environment for all employees, where everybody can learn, thrive and deliver their best.

We believe a staff culture which values inclusion, equity and wellbeing helps to create a stronger, healthier and more productive team. We offer enhanced flexible working (at the moment we're all working 60% of our hours in the office) and are currently mid-way through [trailing new ways of working](#) which has given staff more options about their working patterns, including the option for a 4 day week or 9 day fortnight. This shows our commitment to creating a culture that encourages wellbeing and personal growth, but still gives

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<sup>3</sup> If you would like a copy of the feasibility study please get in touch (see contact details at the end of this pack)

us the time to get the job done as effectively as possible. You can read more about what's it like to work for us [here](#).

Whilst we are a small team, we share an office with our friends at Trust for London. There is flexibility about the hours for this role, so it would be available on a part-time or full-time basis (with a minimum of 28 hours per week<sup>4</sup>). The skills, experience, insights and inspiration you will bring to the role are more important to us, so we'll do what we can to accommodate your preferred working pattern.

The starting salary for this role is £57,000 per year (or pro rata if you choose part-time). From the first day of employment you will be entitled to Health Cover and Life Insurance as part of our staff benefits package. On completion of your probation period you'll also be able to access our other employee benefits including our Cycle2Work scheme, and mobile months together with volunteering days and a generous annual leave allowance. We also offer a generous pension scheme (employer's contribution of 10% of your salary). You can read more about our benefits [here](#).

### How can you join our team?

If you're interested in the role we just need you to send us your CV, together with a covering letter (no more than two sides of A4) that explains how your skills, experience and knowledge make you the right person for this role. We'd also like you to fill in a monitoring form, which will be detached from your CV/letter on receipt, and used to help us ensure that we're reaching the full diversity of London's communities with our recruitment. All personal details will be redacted from your CV and covering letter prior to shortlisting so please send in a Word format that can be copied and pasted.

If you would like an informal chat about this role before putting in your application, please contact [info@londonfunders.org.uk](mailto:info@londonfunders.org.uk) and we will arrange a suitable time for a member of the team or the Hub's Steering Group to speak with you.

The deadline for getting your application to us is **9am on 23rd February 2024**. Interviews are likely to take place on **29<sup>th</sup> February or the morning of March 1<sup>st</sup>** at our office in Moorgate.

When you're ready, send your CV, covering letter and diversity monitoring form to our Team Coordinator [jessica.allsop@londonfunders.org.uk](mailto:jessica.allsop@londonfunders.org.uk) – you can also contact Jess on that email address if you have any queries, or call us on 020 7255 4488. We look forward to hearing from you.

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<sup>4</sup> We are currently trialling new ways of working. During this period the working week for full time staff is 32 hours a week (pro rata for part time staff). The trial continues until March 2024 at which point a decision will be made if this will continue from April 2024. If you have any questions about the trial and what this might mean for this role please get in touch with us.

<b>Job title:</b>	Director (Place Based Giving)
Working hours:	Flexible, but with a minimum of 28 hours per week <sup>5</sup>
Salary:	£57,000
Responsible to:	Chief Executive, London Funders

### Purpose of role

The Director will be responsible for the successful set-up, ongoing management and leadership of the Resource Hub, will bring together capacity, connections, practical support and advocacy to help take place-based giving (PBG) to a new level in London and beyond. You will be focussed on:

- Establishing new Place Based Giving Schemes (“PBGS”) and helping emerging and established PBGS to achieve their potential;
- Building the profile of the movement to accelerate growth and influence;
- Strengthening capacity and expertise within the network to build long-term sustainability for PBGS;
- Enhancing collaboration and joint working across practitioners, funders and other partners involved in place based funding;
- Building a long-term vision for the Resource Hub built on the principles of equity and justice.

### Areas of responsibility

#### 1. Advocacy and Influence

- Lead the development of communications and influencing activity to secure support for place-based giving from funders, policy makers and other stakeholders;
- Develop strategic relationships with corporate funders and supporters to raise the profile of PBGS;
- Develop links with other relevant place-based networks in London and local giving initiatives nationally, and internationally, to grow the reach of the Hub;
- Work closely with London Funders staff to ensure relevant PBGS thinking and practice and learning from the Hub is being consistently shared, contributing to their broader thought leadership on place;
- Represent the Hub at external events.

#### 2. Establish and Support new place based giving schemes

- Scope opportunities to develop new place based giving schemes in London;
- Provide bespoke guidance to new PBGS putting in place a robust programme of support to help them achieve long-term sustainability.

#### 3. Collaboration and Learning

- Establish mechanisms to capture, synthesise and disseminate learning from across the network both internally and externally, and work with London Funders to ensure this is integrated into their wider programmes of work;
- Create and/or commission new resources and online presence for hosting shared toolkits and directories;
- Facilitate joint working to develop and utilise cross-network capabilities and good practice in a range of areas;

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<sup>5</sup> Please see note about flexible working trial.

- Undertake research in and build relationships with national and international partners working in similar ways, informing the Hub's work and contributing to broader conversations on place-based giving, influencing the wider funding system.

#### 4. Strengthening Capacity and Expertise

- Support the network to test, develop and embed different ways of participatory work, drawing on existing experience of Participatory Grant Making (PGM) and ensuring all PBGS are confident practitioners of PGM;
- Scope and implement a programme of work ensuring Equity and Justice is part of the 'core business' of PBGS and reflected in their leadership and ways of working;
- Build the network's fundraising capacity and expertise helping to diversify PGBS funding models and increase funding streams across the network;
- Develop and implement business engagement strategies to enhance the benefits for both business partners and PBGS.

#### 5. Building a long-term vision for the Resource Hub

- Work with Steering Group to determine long-term vision for Hub, built on core principles of equity and justice;
- Create a business plan with clear accountabilities for how this could be delivered.

#### 6. General Responsibilities

- Management of the Hub's budget, and relevant financial reporting to funders, Trustees and the Steering Group;
- Commissioning of experts/consultants to support specific programme strands; and potential line management of a small team;
- Be proactive about your own development and identify opportunities to learn;
- Ensure that the values of equal opportunity and diversity are embedded in everything that you do;
- Undertake other duties as reasonably requested by the Chief Executive or Trustee Board.

### Person specification

Criteria	Essential/Desirable	Method of assessment
<b>Skills &amp; Knowledge</b>		
Excellent project management, budgeting and planning skills	Essential	Application/interview
Strong networking and relationship building skills	Essential	Application/interview
Excellent strategic thinking, analysis and communication skills	Essential	Application/interview
<b>Experience</b>		
Convening and leading collaboration and joint working at both operational and governance levels	Essential	Application/interview
Staff line management and experience of managing/commissioning external experts and consultants	Essential	Application/interview
Working effectively to advance equity, diversity and inclusion	Essential	Application/interview
Track record of bringing diverse partners together to achieve change	Essential	Application/interview

<b>Knowledge</b>		
Understanding mechanisms to capture and share learning	Essential	Application/interview
Knowledge of how to create and embed a culture of innovation	Essential	Application/interview
Understanding of London's funding ecology and its relationship with place/place based giving	Essential	Interview
Understanding of impact and evaluation tools and techniques	Desirable	Application/interview