



Head of National Development

TLG National Support



Introducing TLG...

Transforming Lives for Good (TLG) is a national charity that helps churches to bring hope and a future for struggling children. That means getting alongside struggling children, providing practical support in and out of school and connecting with home to bring hope and a future.

All over the UK, children are struggling in school for all kinds of reasons and many families are suffering without hope. Nationally, the latest statistics show that:

- Children living in poverty are 4 times more likely to get a permanent exclusion from school
- More than two thirds of the current prison population were excluded from school
- One in six 16-24 year old 'NEETs' (those not in Education, Employment or Training) die within ten years of falling out of the system
- 1.5 million children are entitled to free school meals in the UK

But there is hope.

It comes through the local church making a real difference in their community. TLG is passionate about bringing a practical approach that goes way beyond education and works to build strong connections between local churches, families and schools. At TLG, we have a big vision to make the difference in as many children and families lives as possible. We are transforming lives for good!

Culture and Values

At TLG our work is our vocation giving us a rich sense of purpose. We also believe work can be a great experience and enable people to grow into their full potential. In fact, we are recognised nationally as an exceptional place to work. In 2019, we were named the best charity to work for in the UK by the prestigious Sunday Times Best Organisations to Work for.

Our Values

Greater Transformation

Relentlessly focussed on the main thing (TLG's mission and vision)
Energised by the challenge
Deliberately missional

Relational Leadership

Bringing out the 'gold' in others
'Leaning in' when it's relationally tough
Humble yet courageous

Local Church

Celebrating the Church
Grace and patience in partnership
Rooted in the local church community

Excellence Every Day

Joyfully exceeding expectations
Learning from failure
Uncertainty doesn't throw us

Vibrant Faith

Nurturing our own walk with God
Following Jesus together even when it's tough
Work is mission – so much more than a job

Holding to these values is vital in the busy context of our rapid growth – doubling in income and impact over the last four years and with a goal of doubling again in the next 5 years.

We love to look after our team and here are some of the great benefits we offer:

- Fun team times away
- Retreat days for staff
- Generous holidays and flexible working arrangements
- Above and beyond recognition for high-performing staff
- Support for staff with counselling and coaching
- Contributions towards training and professional qualifications





Job Description

- Location:** National Support Centre, West Yorkshire
- Salary:** £40,806 - £51,020 (FTE) (depending on experience)
- Hours:** 4 – 5 days per week (including occasional evening and weekend work)
- Reporting to:** Director of National Development

Role Context & Purpose

The National Development department consists of four teams who develop and grow the UK-wide reach of the charity. Whether they are engaging churches, supporters, corporates or the press, National Development teams are passionate champions for the work, inspiring partnerships that all enable the work of TLG to impact more lives.

The post holder will work alongside the Director of National Development to lead and support the four teams who fundraise for and grow the impact of the organisation, as well as personally leading the growth of Major Donor partnerships. We are looking for a proven leader and manager with excellent interpersonal and relational skills, who has a track record of exceeding expectations and results. They must be highly driven, proactive, strategic, determined and must thrive on building purpose driven relationships.

The post-holder must understand how to inspire, challenge and motivate a range of high-level stakeholders to engage with the work of TLG, as well as being able to demonstrate significant leadership experience! They will be an excellent communicator – both written and verbal and will be excited to make a significant difference for struggling children through this varied and influential role. They will have a strong attention to detail as well as being able to focus on high level strategy and delivery. Ideally, they will have a range of fundraising, communications or advocacy experience or they will be able to demonstrate significant transferable skills.

The individual will be passionate about making as much of an impact as possible in order to support both the growth of TLG to be helping 10,000 struggling children a year by 2026 and about raising awareness of the issues children are facing in the UK today. As a rapidly growing charity, we are focused on becoming a household name in order to be able to make a substantial difference for struggling children across the country. TLG is growing significantly, so applicants must be up for a challenge in a fast-paced environment! For the right applicant this will be an exciting opportunity to be part of a dynamic, pioneering team who spearhead the growth of the organisation.

Job Responsibilities

- Strategically link National Development Teams to enable cross-team working in order to maximise the impact, results and efficiency of the department.
- Line management of the 'Heads' of the following teams: Supporter Development, Communication & Influence, Grants & Corporates, and Church Partnership.
- Support team leaders to achieve ambitious fundraising, advocacy and church partnership goals.
- Responsibility for the leadership, delivery and line management of the Major Donor Fundraising team (currently one staff member with other part time staff due to be added in 2021).
- Significantly raise the profile of TLG, particularly among high net worth individuals in order to increase the major donor fundraising activity.
- Strategic relationship management of significant TLG stakeholders and development of new fundraising partnerships.
- Manage high level stakeholder relationships in order to increase the income, impact and speed of development across the department.
- Champion fundraising, Hope Giver and partnership development throughout the organisation.
- Responsibility for the oversight of consistent branding and messaging throughout the TLG, with regular involvement in the production of new materials, both print and digital.
- Attend meetings with and on behalf of the Director of National Development in order to represent the department internally and the work of TLG externally.
- Champion the needs of disadvantaged children and young people internally and externally, including representing TLG with PR opportunities and sitting on the charity wide advocacy team.
- Leadership and oversight of the systems development needed within the department in response to the significant growth within the teams.
- Support of new projects within the team, acting as a resource for new projects and as a champion for national development within the wider organisation.
- To act as a passionate and key ambassador for the work of TLG in the UK.

Wider Areas of Responsibility

- Actively promote TLG's regular giving scheme and recruit a number of individuals to become regular 'Hope Givers'.
- Attend a number of exhibitions each year (if required) as part of the National Development team, which may be a weekend or full week away and includes travel.
- Attend various Fundraising Dinners each year. This will include weekend work and travel.

- Attend, fully participate in and, on occasions, lead daily Christian devotionals and times of worship for the staff team.
- Attend TLG's Staff Conference three times a year. This includes active participation in corporate Christian prayer and worship and the opportunity to share faith testimonies of young people involved in TLG programmes.
- Participate in and promote residential trips, involving children from the programmes that TLG are a part of. This includes Faith Residential trips, where young people have an opportunity to explore the Christian faith for themselves.



Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • A good level of general education, including GCSE maths and English, plus A-levels or equivalent. 	<ul style="list-style-type: none"> • Relevant administration / business qualifications to A Level standard or equivalent. • Microsoft Office training / qualifications.
Skills and Knowledge	<ul style="list-style-type: none"> • Excellent, confident verbal communication skills and detailed written communication ability. • Proven dynamic leadership ability. • Excellent knowledge of marketing and communication tools and skills as they relate to supporting and driving fundraising activity, including audience segmentation, messaging to drive engagement, and use of digital platforms. • Highly ambitious and passionate about the vision and values of TLG. • Experienced researcher and report writer. • Exceptional networker and influencer. • Enjoy setting targets and working in a target driven environment. • Excellent strategic and project management skills: be able to balance competing priorities. • Ability to manage stakeholder information using a CRM system and related paper systems. • Ability to simultaneously balance attention to detail and top level strategy. • Ability to apply creativity and initiative to your work. • Proactive and ability to take initiative to improve systems and processes. • Working knowledge of Microsoft Office applications. • Ability to act as a role model for the culture of excellence and the values of TLG. 	<ul style="list-style-type: none"> • Experience of developing large funding or business bids, including responsibility for writing, building funder relationships and attending pitch meetings. • Good understanding of fundraising best practice and charity law. • Understands TLG's therapeutic approach to education. • Understanding of how TLG can best place itself to speak in to the current issues for children and young people.

	<ul style="list-style-type: none"> • Seek and receive feedback and act upon it in a constructive manner. • Working knowledge and understanding of local church culture, including its breadth and diversity across the UK. • Commitment to actively pursue ongoing personal and professional development of themselves in order to enhance the contribution to TLG. 	
Experience	<ul style="list-style-type: none"> • Experience of delivering inspirational leadership within the charity sector. • Extensive management experience with the ability to coach and motivate individuals and teams. • Experience of delivering against significant income and expenditure budgets. • Fundraising or communication experience. • Experience of building high net worth and significant stakeholder relationships or partnerships with evidence of exceptional outcomes. • Experience of pioneering new initiatives. • Use of IT systems – Microsoft and others. • Office experience in a role requiring meeting deadlines and reporting against targets. 	<ul style="list-style-type: none"> • A track record of varied, strong fundraising performance. • Experience of working in a busy, high pressured environment.
Christian Lifestyle	<ul style="list-style-type: none"> • Commitment to actively pursue ongoing spiritual development of themselves and colleagues within the life of a local church in order to enhance the contribution to TLG. • Attends and participates fully in devotions, prayer meetings and staff conferences to enhance the spiritual relationships within the team. • Able to work sensitively with those of different cultures and faiths whilst having their own strong and vibrant Christian faith, and commitment to Diversity and Equal Opportunities. • To be an active part of a church family. 	

- Play an active part in promoting the work of TLG including the recruitment of individual regular donors through TLG Hope Giver scheme.
- Complete an enhanced DBS check prior to employment, which reveals no reason for the applicant being unsuitable to work with young people.
- Provide 3 referees. At least one referee needs to represent Christian commitment and be able to comment on your faith and growth as a Christian. References will be taken up after shortlisting.
- Provide evidence of qualifications and suitability to work in the UK.
- Live within a reasonable travelling distance.

Application Process

All applicants are directed to apply online through our website www.tlg.org.uk/jobs.

Please go to our jobs page, and then download the application pack by entering your details. You will then be able to access an online application form which you can work at online at any point, and your details will be saved every time you log off. Please specify clearly how you meet the person specification (using the headings provided in the person specification), with special emphasis on how your faith relates to all aspects of your working life.

If you have any problems with the online application process, please contact recruitment@tlg.org.uk and someone will get back to you as soon as possible.

The deadline for applications is 5pm, Monday 26th October. Initial interviews will take place on Wednesday 4th November, with final interviews on Monday 9th November.

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