



**Head of Network Development
(Development Team)**

What you need to know about this role:

Job title: Head of Network Development

Responsible to: Director of Development

Duration: 18 months with potential extension, subject to funding

Location: London office or home based. This role will be responsible for delivery in the North, Midlands or South of England and the ability to travel within your region and to the London office is required

Working Hours: Full-time (flexible, working minimum of 28 hours/per week considered – pro rata)

Salary: £46,774 (outside of London) or £50,000 (including London weighting). Pro rata to part-time if applicable.

Line management responsibility: 2 x Network Development Managers; 1 x Network Development Assistant

About Kinship:

If you're passionate about purpose – real change for real people, then now is a good time to join us. We are Kinship.

We support grandparents, siblings, aunts, uncles, other family members and friends who step up to raise children when their parents can't.

Our vision is for a society where every kinship family has the recognition, value and support they need and deserve.

Overview:

The first national strategy for kinship care in England is expected soon, and the focus on kinship care is growing. We have an exceptional opportunity for a dynamic and strategic network builder to join us at a time of change and opportunity.

You'll seize opportunities to influence positive change, leading on the design and delivery of targeted strategies to develop and co-ordinate strong and collaborative relationships with local authorities and other services supporting kinship families in England. You'll lead on mapping local and national services, developing effective partnerships and connecting the ecosystem of support for kinship families so they can more easily find the support they need.

You'll have a particular focus on developing relationships with local authorities to support the successful delivery of our new national **Kinship Carer Training and Support Service**, funded by the Department for Education (from October 2023 for 18 months with potential extensions up until March 2027), as well as generating opportunities for our growing peer support network and Kinship's wider portfolio of services.

You'll combine strategic planning with an ability to model a new way of working that is centred on partnerships, collaboration and excellent use of our Salesforce CRM. Leading a new team of two regional Network Development Managers, each of you will be responsible for delivery of your plan in one region in England (North, Midlands and South). You'll also work closely with colleagues in Wales to support a co-ordinated approach.

This is an evolving role in our growing and impact driven charity. Importantly, you'll be committed to our mission to improve recognition and support for kinship families, and you'll be ready to seize and shape opportunities to build connections and partnerships as we work hard to design a system that works for kinship families so they are more able to find the support they need, when they need it.

Key responsibilities and objectives:

Strategy:

- Working with the Director of Development and the Executive Team, lead the development of a joined-up strategic and cross-organisational approach to the development and co-ordination of strong and collaborative relationships with local authorities and other partners, including:
 - Being responsible for the development, delivery and monitoring of an annual plan in England, including meeting agreed targets and delivery of KPIs.
 - Working collaboratively with the Head of Wales, to support a joined-up plan and delivery in Wales.
 - Using Salesforce proactively and confidently to collate and analyse information, and preparing accessible reports to inform planning, stakeholder engagement and relationship management.

Delivery – leading an approach nationally, and taking the lead for delivery in the North, Midlands or South of England:

Mapping support and connecting the ecosystem

- Working with colleagues, kinship carers and stakeholders to map kinship training and support provision to build an up-to-date picture of ecosystems of support.
- Connecting peer support groups, Kinship's services and the wider ecosystem of kinship care support, working with the Digital Team to maximise use of the online information hub **Kinship Compass** to help kinship carers find support.

Awareness raising and building partnerships

- Collaborating with local authorities to convene people from local authority teams and other organisations to deliver workshops to raise awareness and understanding about kinship care, the **Training and Support Service** and to improve signposting and access to support.

- In collaboration with marketing and delivery teams, support the building of strong and mutually beneficial relationships and referral pathways with partners.
- In collaboration with the training team, support the development and delivery of high quality and engaging training and support roadshows and events for kinship carers.
- Acting as a credible and knowledgeable face of Kinship, including preparing and delivering high quality presentations, in person and online, to raise awareness about the **Training and Support Service** and other services and programmes.

Development

- Identifying growth opportunities for Kinship's existing and new services supporting kinship families, including new partnerships.

Leadership and Management

- Be part of the management team, contributing to a positive culture and high achieving team.
- Lead, manage and develop all staff for whom you have line management responsibility.
- Contribute to Kinship's long-term strategy, objectives, business plans and budgets.
- Prepare regular reports to the Executive Team and Board of Trustees as required.

What you'll bring:

Essential experience

- Experience of developing and delivering a strategic engagement plan to develop strong, collaborative relationships with local authorities and/or other relevant stakeholders, ideally in a relevant role and organisation.
- Experience of proactively and successfully identifying and securing new relationships, managing a pipeline of new relationships and account managing relationships.
- Excellent project management skills with proven ability to work across teams and coordinate work and activity to achieve organisational objectives.
- Ability to think strategically and respond quickly and effectively to external opportunities and developments.
- Creative and solutions focused, willing to test and learn from new ways of working.

- Experience of leading and managing a high performing team, role modelling positive behaviours and inspiring working with shared purpose.
- Excellent written communication skills, with an ability to present information clearly, accurately and persuasively.
- Excellent communicator, able to represent Kinship confidently and effectively with a range of audiences.
- Excellent experience of using databases to manage and build relationships (ideally Salesforce).
- Strong analytical skills, able to use data strategically.
- Experience of working in a fast-paced environment, responding with flexibility and agility to changing and competing priorities and emerging opportunities.
- Takes responsibility, with the ability to lead a developing role and team in a growing charity.
- Empathetic, with a deep understanding of the lived experience of kinship carers and the children and young people they care for.
- Confident user of Word, Excel and PowerPoint.
- Ability to travel to meet the needs of the role.

Desirable experience:

- Lived experience of kinship care.
- Experience of working within children's social care.
- Experience of working with kinship families.
- Experience as a media spokesperson.

General characteristics and attributes

- Commitment to the values, aims and objectives of Kinship.
- A real commitment to equity, diversity and inclusion within your role and a respectful approach to working with people from a range of backgrounds.
- Excellent written and spoken English.
- Permission to work in the UK.

Equality and Diversity

Kinship is committed to inclusivity and representing the diversity of the communities we serve. We therefore welcome applications from all backgrounds and all sections of the community. Applicants will be treated fairly throughout the recruitment process and we will ensure there is no unfair discrimination on the basis of race, ethnic origin, disability, sex, gender reassignment, religion or belief, age, sexual orientation or any other relevant characteristic.

For this role we are actively seeking applications from Black, Asian and minority ethnic applicants who are currently under-represented at senior management levels in the charity.

How to apply:

Please apply by submitting a CV and answering five short questions via [BeApplied here](#). Please note that all answers will be viewed anonymously by reviewers and CVs will not be viewed until after this sift has happened. This is the first opportunity to demonstrate your experience and to stand out in the recruitment process. Reviewers will not see all your answers together and will be marking on the strength of the response to each question.

Please think about how you write your responses so that it's easy for reviewers to read (for example using bullet points and paragraphs). You will have a maximum of 250 words per answer.

1. Describe how your experience and values are a good fit for this role
2. If you were offered the role, what would you prioritise in the first three months and why? Tell us about what you'd need to find out and what would be your approach to the role.
3. Describe how you have used and managed data to inform successful network building and relationship management within a regional or national context.
4. How would you go about building a new team that is motivated, high performing and happy in their role.
5. What excites you about this role?

The interview process will be **one stage** and you will be asked to create a presentation as part of the interview.

Application deadline: **4pm on Monday 11 December 2023**

1st stage interviews: **Monday 18 December (Vauxhall)**



What it means to work at Kinship:

Our vision:

A society in which kinship carers and the children they care for are **recognised, valued** and **supported**.

Our mission:

To ensure that kinship carers and the children they care for get the **support** and **recognition** they need.

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Knowing what you do helps kinship families that really need support.

Staff at kinship are caring, passionate and positive. Colleagues are genuinely nice to work with and care about each other as well as the kinship families we support. We are always innovating to better support kinship carers. **(Staff member at Kinship)**

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We want to offer you the best place to work. Our people are really friendly and incredibly passionate about working alongside kinship carers.

We want you to feel proud to work here and if you join us, we'll do our best to make that happen.



Our Values:

Be bold

We fight for what's right with focus and determination

- Be driven by evidence and deliver quality
- Innovate bravely, fail fast and learn quickly
- Challenge constructively to move us forward



Be stronger together

We see the bigger picture of our work and value collaboration to drive impact

- Recognise and value the part everyone plays
- Bring different strengths and expertise together with purpose
- Ask whose voice and experience may be missing



Step up

We all take responsibility for changing lives and changing the system

- Actively seek and share knowledge
- Step in with ideas and solutions
- Ask for and give honest feedback



Put people first

We care about each other and create spaces where people feel they belong and can thrive

- Bring people together to share experiences and celebrate success
- Listen with curiosity not judgement
- Support with understanding and compassion



What we can offer you:



Community:

- Employee resource groups (including Equality, Diversity and Inclusion Working Group and Wellbeing Committee).
- Staff away days.
- Regular social activities online and in person.



Family:

- Our policies include kinship care, compassionate, dependents, and bereavement leave that support the lives of employees who have additional commitments.
- We are proud that 20% of our current staff are kinship carers, and we are striving to lead the way as a 'Kinship Carer Friendly Employer'.



Holidays:

- 30 days annual leave, plus bank holidays (1 April to 31 March).
- We close for three days between Christmas and New Year, which will be deducted from your annual leave allowance.



Cycle to work programme:

- This scheme enables employees to get tax incentives from cycling to work.



Flexible working:

- We operate flexible working practices which include working from home, varying start and end times of the working day, compressed hours and variable contract hours through the year.



Health and Wellbeing:

- Employee Assistance Programme (24/7 confidential advice line and counselling).
- Wellbeing Action Plan for each staff member.
- Wellbeing Wednesdays
- Charity Worker Discount



Pay and pension:

- You'll be eligible and auto-enrolled into a pension scheme - we use Nest Pensions. Current employee contributions are 5% and we will contribute 3%.



Learning and development:

- A key part of our People Strategy is to continue to develop and enhance the learning experience during your time at Kinship, and we are proud to offer many learning opportunities.

Our recruitment process:

As a charity we want to hire the best people to support our vision and mission. People who are values led, high performing and really passionate about doing their best for kinship carers.

We will guarantee interviews to any candidates with experience of kinship care (either of being in kinship care or of being a kinship carer) who demonstrate that they meet the essential skills and experience outlined.

We welcome applications from people from all sections of the community, irrespective of race, colour, sex, gender identity, age, disability, sexual orientation, religion or belief.

Kinship is committed to attracting, developing and retaining a diverse workforce, with a broad range of backgrounds, experiences and perspectives, and we encourage applicants from those groups currently under-represented in our organisation and sector.

Standard clauses:

- This role will require satisfactory Disclosure and Barring Service (DBS) clearance.
- The post holder must at all times carry out their responsibilities with due regard to Kinship's Equal Opportunities Policy and Safeguarding Policy.
- Salesforce is our customer relationship management system (CRM) and all staff are expected to take accountability and responsibility for using it successfully as part of their day-to-day role to support the growth and impact of Kinship and better services for kinship carers.
- The post holder must accept responsibility for ensuring that the policies and procedures relating to Health and Safety in the workplace are adhered to at all times.
- The post holder must respect the confidentiality of data stored electronically and by other means in line with the Data Protection Act.
- The post holder must carry out their responsibilities with due regard to the non-smoking environment of all Kinship offices.

Note: This job description is not exhaustive. Kinship reserves the right to add to or revise the job description at any time - the post holder may be required to undertake any other duties that fall within the nature of the roles and responsibilities as detailed in this document.

Any substantial or major changes will be negotiated with the post holder.