

# LandAid

## Head of Grants Recruitment Pack



# Head of Grants

**£50,000-£55,000 pro rata**

Part-time (up to 30 hours a week)

## About us

LandAid has been around since 1986, created by and working with the UK property industry to try and harness a collective desire to do good. Since 2016, our focus has been exclusively on creating a corporate movement within and across the industry to tackle and end youth homelessness.

### Our work:

We are one of the only funders focused exclusively on tackling youth homelessness. We are relatively small, but we bring passion and real expertise to the work we do and are keen to build on that reputation and become better wherever we can.

In 2024, we launched a new strategy with a clear ambition to impact the lives of over 10,000 young people experiencing or at risk of homelessness. Already, in this year alone, we are anticipating having impacted nearly 2,000 young people, but this all comes at a time when youth homelessness is on the increase and has been steadily for the past 10 years.

We provide funding for accommodation, but also for employability programmes and initiatives. We try to ensure that all grants provide pro bono support from our corporate partners as well, to help funds go further. And we look to find innovative ways to use the assets and resources of our industry to increase social impact. We also need to ensure our impact is informed by solid evidence, either gathered through our own work, or through the work of organisations such as Centre for Homelessness Impact – our CEO is an Evidence Ambassador for the CHI – and this is why we're looking to support Universal Cash Transfers (UTCs) as a way of making a lasting impact in the lives of those we support.

We collaborate closely within the team and you will support and be supported by colleagues working on our Pro Bono, Employability and Property Donation programmes, so that a more joined up approach, can deliver even greater impact. Its never just about the money, its how we can wrap more value around each element of what we do. Having said that, we've awarded over 60 grants this year, totalling over £1.3m, and generating social value of around £25m.

We are committed to the IVAR principles of open and trusting grant-making (<https://www.ivar.org.uk/flexible-funders/>), and are committed to ensuring that our work addresses the specific challenges facing young people from marginalised and minority communities, wherever they exist in the UK. We've got a long way to go to meet the expectations we set ourselves to ensure that a genuine and thoughtful understanding of diversity and equity informs our work, and this role will play an important part in making sure we do so.

### Our vision:

Our vision describes the specific change in the world we seek to achieve. For us, this is: **An end to youth homelessness in the UK.**

### Our mission:

Our mission outlines the specific role that LandAid and our supporters have in helping to achieve our

vision. For us, our mission is: **Uniting the property industry to end youth homelessness**

## Our values:

At the heart of the way we work are five clear values. They are that:

- **We are AMBITIOUS**
- **We are RESPONSIBLE**
- **We are TENACIOUS**
- **We are INCLUSIVE**
- **We are CREATIVE**

## Governance & oversight:

We are overseen by a Board of Trustees comprising leading figures within the industry, many of whom have worked with and supported LandAid for many years. We have four standing committees to the board covering Finance, Governance & Risk; Fundraising; Nominations; and Grants & Impact. This role will work very closely with the Chair and senior members of the Committee and will be expected to find ways in which members insights, expertise and interest can be used to best effect.

## Our supporters and how everything is connected:

We draw support from well-over 200 property and associated companies although that support is tiered. You can find out more about our corporate supporters here: <https://landaid.org/support-our-mission/become-a-partner/>

We also have companies that only support us with pro bono expertise, but many of our core partners provide pro bono as well.

In addition to our corporate donations, we fundraise from events we organise as well as those organised on our behalf by our supporters. We receive impressive levels of support from the property media which helps get our message and calls to action across clearly and consistently. Our grant-making work depends on our ability to fundraise, and our fundraising depends on our ability to both make an impact and communicate it powerfully. The role is key to delivering that impact, but to be successful, you'll need to work closely and holistically with colleagues in both our fundraising and comms teams.

## The team

Our team is small (around 20 people) covering fundraising (events and national partnerships), comms, finance and strategic partnerships, but we have a great culture. We score very highly in staff engagement surveys, invest in learning, development and professional progression, we're open to new ideas and offer colleagues considerable autonomy to try things out, and have a collegiate and supportive culture that helps to make us a great place to work.

# Job Description

<b>Job Title:</b>	<b>Head of Grants</b>		
<b>Location:</b>	<b>Home working (with occasional requirement to travel to Central London)</b>		
<b>Hours:</b>	<b>Up to 30hrs p/w</b>		
<b>Grade Band:</b>	<b>Head Of</b>	<b>Salary Scale:</b>	<b>£50,000 - £55,000 (pro rata)</b>
<b>Reporting to:</b>	<b>Chief Executive</b>		
<b>Direct Reports:</b>	<b>Grants Administrator</b>		

## Role Summary & Purpose

This role will be responsible for shaping how we maximise our impact over the next 5 years, delivering on our ambitions for our 2024-2029 Strategy. Our aspiration is to support 10,000 young people at risk or experiencing homelessness, to reach their full potential.

Through collaboration with key players in the youth homelessness landscape, like-minded organisations, and embedding the voices and experiences of young people in our work, you will help LandAid maximise its social impact and deliver £150m in social value by March 2029.

You will ensure we are the best possible grant funder in our field, thoughtful, diligent, transparent and efficient, as we support the very best charities across the country deliver vital support to young people facing homelessness.

You will lead on grant programme design, development, and delivery in line with our new strategy. You will have the opportunity to work on new programmes and ideas, and to gather data and insight from our work (and other sources) to support both future grant-making and our influencing work nationally.

## Specific Responsibilities

**Your principal responsibilities are to:**

1. Develop a robust plan to guide delivery of our grant-making ambitions in line with the new strategy, mapping out key milestones to deliver desired value (in line with our annual plan). Exploring how we might adopt a more 'place-based approach' to our grant-making and focus our efforts on key areas needing support in tackling the issue of youth homelessness.
2. Collaborate with like-minded partners (i.e. Foyer Federation) to develop new programmes that dovetail from and strengthen LandAid's core grants offering, in line with our new strategy and to maximise our impact for vulnerable young people. This could include (but not limited to) Capital, Move On, StreetSmart, Employability, Youth Voice & Place-based).
3. Evaluating and reviewing LandAid's grant-making processes – ensuring that these are fit for purpose to deliver our new strategic aim to support 10,000 young people facing

homelessness by 2029.

4. Explore, recommend, and establish effective systems for capturing the short and long-term impact of LandAid's grant programmes – making the best use of available technology and data (communicating this internally & externally). Using this data to assess Return on Investment of LandAid's grants to date and recommending ways this can be improved.
5. Work with our network of charity partners, Grants & Impact Committee, and the LandAid Team to understand, evaluate and streamline our grants programmes to ensure impact can be maximised.
6. Review and update LandAid's Grants Policy to ensure we are the best possible funder in our field, aligning with the principles of IVAR's Open & Trusting Grant making framework.

## General Responsibilities

7. Be an effective ambassador for LandAid and our work in support of charities tackling youth homelessness
8. Be committed to supporting and maintaining a working environment that fosters communication and collaborative working relationships – internally and externally
9. Take responsibility for your own professional development and continually look for opportunities to learn and improve what you do, and how you do it, making recommendations to the DCEO whenever necessary
10. Adhere to our policies and procedures, and work confidently and enthusiastically within our values
11. Ensuring data is accurate and up to date, using Salesforce
12. Carry out any roles and tasks required to support the DCEO, and the priorities of the charity as requested by the DCEO, including providing holiday cover as required.

*This JD is not an exhaustive list of duties but intended to reflect a range of duties the post-holder will mainly perform. The JD will be reviewed regularly and may be changed in the light of experience and in consultation with the post-holder.*

# Person Specification

Criteria	Essential	Desirable
<b>Qualifications / Education / Training</b>		
<ul style="list-style-type: none"> <li>Relevant professional qualification (e.g., Project or Programme Management)</li> </ul>		✓
<b>Knowledge of...</b>		
<ul style="list-style-type: none"> <li>Grant making (or similar activity)</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Monitoring and evaluating project/programme performance</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Homelessness in the UK (and ideally youth homelessness)</li> </ul>		✓
<ul style="list-style-type: none"> <li>Social impact and social value</li> </ul>		✓
<ul style="list-style-type: none"> <li>Social investment and social finance</li> </ul>		✓
<ul style="list-style-type: none"> <li>Sustainability issues (ideally within the built environment)</li> </ul>		✓
<ul style="list-style-type: none"> <li>Approaches to improving equity, diversity and inclusion</li> </ul>		✓
<ul style="list-style-type: none"> <li>The UK real estate industry</li> </ul>		✓
<b>Experience of...</b>		
<ul style="list-style-type: none"> <li>Effective collaboration across teams or organisations</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Managing complex projects against agreed targets</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Managing project finances, reporting and record-keeping</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Delivering against financial and non-financial KPI's</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Managing teams</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Delivering presentations and public speaking</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Project monitoring and evaluation</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Analysis data</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Working at a senior level within a charity</li> </ul>		✓
<ul style="list-style-type: none"> <li>Improving donor/supporter experience</li> </ul>		✓
<ul style="list-style-type: none"> <li>The housing or homelessness sector</li> </ul>		✓

## Competencies

We have four core competencies at LandAid, and as a senior manager you'll be expected to be performing at (or working towards) the 'Shape, guide & deliver' level. The recruitment exercise will explore your capability in these areas. The descriptors for competencies at this level are set out below:

### **Competence 1: Doing things well**

- You shape strategic plans to deliver the organisation's vision and mission
- You provide clear direction on what success looks like
- You develop and monitor the right key performance indicators to measure delivery excellence and impact
- You take a lawful and ethical approach to governance
- You evaluate the impact of decisions and develop strategies to address issues
- You demonstrate good decision making based on evidence, analysis, consultation and consensus.

### **Competence 2: Creating Connections**

- You create a collaborative working culture
- You foster the right environment for trust and shared purpose
- You align and motivate others by communicating effectively about the mission and ambition of LandAid
- You build a strong network of strategic relationships and partnerships across the property sector for the benefit of LandAid
- You identify potential partnerships, developing key relationships and objectives

### **Competence 3: Adapting and Innovating**

- You create and foster a culture of creativity, innovation and continuous learning
- You focus on evaluation and iterative learning; finding ways to accelerate change
- You share entrepreneurial skills, attitudes and behaviours across the organisation
- You create a learning culture that promotes personal growth
- You play a key role in the development and implementation of a transformational strategy, whilst balancing business growth with sustainability
- You readily adapt to the changing needs of the organisation and support managers through changes and challenges

### **Competence 4: Being Kind**

- You create the culture which values diversity and inclusion and encourages openness and mitigates barriers to inclusion for colleagues, partners and external stakeholders
- You create a culture that prioritises the wellbeing of the workforce
- You communicate in a way that inspires the workforce
- You create a culture that celebrates achievements

## **Terms and Conditions**

**Holidays:** 25 days per year (pro rata – excluding bank holidays)

**Pension:** Employer pension contribution of 5% into a personal pension, this does not have to be matched by the employee.

There will be occasional work outside normal work hours, and you will be expected to undertake some travel and to stay away overnight from time to time.

## **Additional Benefits**

- Opportunities for flexible working
- Free annual Flu' jabs and annual sight tests

- Cycle to Work Scheme (salary sacrifice)
- ½ day a month entitlement to volunteer for a charity of your choice, in work time
- Interest-free Annual Travel Card Loans
- A Professional Development Fund
- Commitment to wellbeing (we're signatories of Mind's Time to Change Pledge)
- An Employee Assistance Programme
- Private Health Insurance with Vitality (small employee contribution required).

## How to apply

We use Applied's recruitment and selection panel to help us avoid bias and secure the best talent for the roles we need. To apply for this role, you'll need to go to our application page here:

<https://app.beapplied.com/apply/rntgldsk3r>

## Recruitment Timetable

The deadline for receiving completed applications is **5pm on Friday 16 May 2025**.

- First interviews will be held online on Tuesday 27 May.
- Final interviews will be held in person on either Monday 2 June or Tuesday 3 June.

**Thank you so much for your interest in joining our team in this important role.**

**We look forward very much to your application.**