

Role Profile

Overview	
Role	IMSA Model Development Manager
Main Purpose	<ol style="list-style-type: none"> 1. Design and implement strategy for the development of the IMSA model throughout the second and third stages of the project. 2. Project management of the development of the IMSA model, including managing partner relationships, facilitating meetings, oversight of action points, implementing structural systems to facilitate and underpin the testing of the IMSA framework within all 4 UK Nations, including recruitment and management of organisations employing an IMSA. 3. Represent Hope for Justice and the IMSA model within the wider sector, engaging with development opportunities, building profile, and promoting independent advocacy. 4. Preparing the final accredited IMSA Model for the third and final stage – the national roll out.
Department	UK Programmes – Advocacy
Location	UK
Reporting To	UK Advocacy Manager / Dotted line to UKPD
Main Duties	
<ul style="list-style-type: none"> • Design and implement strategy for the development of the IMSA model, conducting periodic reviews to ensure the strategy is fit-for-purpose and considers changes in government policy and the operating environment. • Consulting with relevant Hope for Justice teams, where appropriate, in the development of the IMSA model. • Liaising with partnerships and funding teams to explore funding opportunities in line with the development strategy. • Maintain oversight and co-ordinate use of volunteers and/or external consultants, including consultants with lived experience of modern slavery, in relation to the IMSA model to maximise input. • Engage and collaborate with key stakeholders for pilot/development work – e.g. policy organisations, government organisations, survivor-led organisations, NGOs, NRM contractor and sub-contractor, etc. • Represent Hope for Justice and engage with the wider sector to maintain the momentum and continue to raise the profile for the IMSA model and educating on independent advocacy. • Develop, implement, and maintain project management and MEAL tools 	

- Project management of the IMSA development work, including managing partnership relationships, facilitating partnership meetings and other workshops, setting agendas, providing minutes, and maintaining oversight of action points.
- To work with the project partners to develop the accredited training for independent advocates.
- Understand and uphold the standards outlined in the Hope for Justice Safeguarding policies, acting with due care and attention to safeguard the wellbeing of anyone that comes into contact with our work and reporting concerns if they do arise.

Key Result Areas

- Project management of the IMSA development work, including managing partnership relationships, facilitating partnership meetings and other workshops, setting agendas, providing minutes, and maintaining oversight of action points.
- Design and implement strategy for the development of the IMSA model, conducting periodic reviews to ensure the strategy is fit-for-purpose and considers changes in government policy and the operating environment.
- Engage and collaborate with key stakeholders for pilot/development work – e.g. policy organisations, government organisations, survivor-led organisations, NGOs, NRM contractor and sub-contractor, etc.

Soft Skills

- Relationship management
- Teamwork and collaboration
- Negotiation & conflict resolution
- Decisiveness
- Positive attitude and resilience
- Empathy and emotional intelligence
- Critical thinking, attention to detail and creative problem solving
- Ability to work under pressure & time management
- Flexibility
- Self-motivation and strong work ethic
- Excellent interpersonal, communication and networking skills
- Organised and methodical

Technical Skills

- Strategic and operational knowledge of modern slavery and broader Human Rights legislation
- Ability to communicate complex legal issues clearly, both orally and in writing, to senior managers and directors, government representatives and other stakeholders in a way that is both professional and appropriate to the audience
- Ability to work independently and stay organised in a fast-paced environment, manage several projects simultaneously, and adjust strategy to frequently changing demands
- Ability to draft, review and analyse policy papers, decision making documents, briefing notes and other papers
- Maintaining professional boundaries
- Word, Excel, and PowerPoint proficiency

Experience & Education

We exist to bring an end to modern slavery by preventing exploitation, rescuing victims, restoring lives, and reforming society

- Degree level education
- Previous work with vulnerable adults
- Previous successful project management experience and / or qualifications.
- Previous experience of multi-agency stakeholder engagement.
- Previous experience of influencing decision making at senior level.
- Enhanced DBS check.