



Social Entrepreneur Support Manager

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| Terms: | Permanent, Full and Part-Time Roles Available |
| Reports To: | Early-stage or Growth Lead, Social Entrepreneur Support |
| Salary Band: | Grade D - £38,440 - £40,463 (+ £3,367 LDN weighting if applicable) |
| Location: | Home-based, though travel and out of core hours working may be required |

Who We Are

UnLtd is the leading provider of support to social entrepreneurs in the UK and offers the largest such network in the world. Our mission is to find social entrepreneurs with bold solutions to today's challenges. Through funding and support, we help them to realise their potential and creating lasting change.

UnLtd's vision is a future where enterprising people are transforming our world for good. To enable this, we are committed to developing an eco-system of support to make it easier for those who need help to find it.

UnLtd values diversity and is committed to inclusion and understanding intersectionality. These are more than just buzz words for us. They're principles guiding how we build our teams, support leaders, empower social entrepreneurs and create an organisation that's the right fit for every person.

To support an inclusive environment where employees feel empowered to share their lived experiences and ideas, we have embedded an equity and inclusion group within UnLtd giving us a wide range of different perspectives in our work to help us see what is most needed in society. We are particularly keen to hear from those who identify as Black, Asian or Minority Ethnic, LGBTQIA, disabled people, those with learning differences, those with caring responsibilities, from a less advantaged socioeconomic background as well as any other under-represented group in our workforce.

UnLtd welcome discussing and accommodating reasonable adjustments that can support an individual with disability related to physical, mental health or both.

About the Role

As a Social Entrepreneur Support Manager, you will be focused on delivering the best possible support to social entrepreneurs and their venture to help them maximise their social impact. This role will lead on finding, funding and supporting social entrepreneurs to offer them the best chance of success, from start up to scale. This role will be working with a diverse range of Social Entrepreneurs, both in terms of their lived experience, and the stage of their venture.

You will be responsible for working with a portfolio of social entrepreneurs at different stages of their journey, from ideation through to growth and scale. The portfolio of social entrepreneurs you will be supporting may vary dependent upon the team you sit within. You may be focused on early-stage or growth stage ventures as needed, offering more flexibility, variety, and skill development opportunities. You will be responsible for the delivery of a package of support that provides the social entrepreneur with awards (grants), Individual and business support, access to peer-to-peer support and to networks.

In the respective teams you will also play an important role in deepening our capability and expertise when it comes to supporting social entrepreneurs during these different stages, building Pathways to Growth. You may also support the design, development and delivery of externally funded programmes or work with thematically/geographically linked social entrepreneurs as appropriate. Increasing UnLtd's visibility and positive reputation in the development of local networks and connections to enable us to deliver on our strategic goals and driving peer to peer engagements locally and online, nationally.

Key Accountabilities

1. Delivery of exceptional SE support ensuring:

- You deliver tailored support to social entrepreneurs based on the needs of the social entrepreneurs you support to equip and enable them to develop and grow their venture. This will involve coaching and personal development alongside hands on venture support.
- You will consistently maintain up to date records across our systems (data management) and manage caseload effectively from award assessment through to transition.
- You may deliver awards through UnLtd's endowed funds and externally funded programmes, meeting specific programmatic aims and objectives as required.
- Work closely with your SE Support Manager colleagues across the UK to deliver our organisational ambitions.
- You will seek to continually build on and develop the way you work and support social entrepreneurs to drive impact across the UK including embracing new technologies such as AI in the delivery of support.
- You will work alongside colleagues to deliver accessible, equitable, inclusive workshops and events.
- You can deliver support in a trauma-informed way which enables social entrepreneurs to be their authentic selves, without judgement, and whilst maintaining clear professional boundaries in your support.
- You will undertake and maintain your Safeguarding knowledge to maintain a culture of safeguarding for the social entrepreneurs we support.

2. Find the most entrepreneurial and impact driven social entrepreneurs to support to deliver on organisational objectives and impact:

- Thoughtful funding and support allocation, which is accessible, equitable, inclusive and focused on the entrepreneurs and their ventures impact and financial sustainability.
- You will collaborate on outreach strategies (online and in person) to find talented and passionate people, identifying those entrepreneurs with the ability and / or potential to deliver lasting change
- You may work with partners and supporters to identify the social entrepreneurs to support and fund to achieve our strategic goals and commitments to equity
- You will ensure recommendations of who to support are equitable with participatory support regarding decision making
- You will contribute to the SE panel meet process to deliver a trauma informed experience to social entrepreneurs.

3. Act as the anchor of UnLtd work with the social entrepreneurs we support:

- You will act as an ambassador for our values, ensuring a learning culture is maintained at the heart of UnLtd. Encouraging the effective exchange of knowledge, skills and learning
- You will use your expertise in support to develop our support offer for the different stages of venture development, from idea development, through to established ventures- including externally funded programmes.
- You will support organisational learning through record keeping and data collection to support our continuous learning and evidencing impact commitments.
- You will lead the delivery and execution of our work to ensure the highest quality of support is given to all our Social Entrepreneurs. This will include all aspects from outreach through to support and transitioning away from UnLtd or onto investment.
- You will be an active participant of our UnLtd community, being a member of one cross organisational group, ensuring engagement of our commitments and ambitions across the organisation and sharing knowledge and learning

Job descriptions cannot be exhaustive. You may also be expected to support and deliver other projects and tasks, in line with your skills and experience that contribute to our overall organisation objectives beyond your core role.

What exactly are we looking for?

Often called 'Essential Criteria'

- You have experience in providing funding and advisory support to individuals and ventures
- You have knowledge of the development stages of ventures, and the challenges they face when growing (i.e., cash flow management, access to capital, team development, routes to market etc.) and experience in supporting them to overcome these
- You have knowledge of the political, economic and legal context that social entrepreneurs work in
- You lead with equity and inclusion
- You have experience of reaching and engaging Black, Asian, Minority ethnic and Disabled communities
- You have extensive skills in and experience of engaging partners and building valued, trusted relationships
- You have financial awareness and experience of budget management with experience of early-stage business cash flows
- You are confident in managing systems and data
- You are organised and efficient when using systems and data
- You complete your work with diligence and accuracy
- You consistently achieve deadlines and milestones
- You have good IT skills, especially MS Office, and can access and derive information from various systems
- You have excellent communication and persuasion skills with the ability to negotiate and influence at all levels
- You embrace and welcome continuous learning



Desirable experience, skills and knowledge

- You have experience of starting and/ or running a venture
- You have coaching skills or a track record in supporting others personal development, responsibility and autonomy

Personal attributes and values

- You are mission driven and empathetic, with a powerful connection to our mission and values
- You are a strategic thinker and practitioner with a proactive, solutions-oriented approach
- You have real intellectual curiosity and a desire to understand based on rigorous evidence and collective wisdom
- You are results and impact-oriented with the highest standards in terms of delivery and performance, seeking to continuously improve and learn
- You are collaborative and a team player
- You demonstrate personal integrity at all times

UnLtd's Values

At UnLtd we are looking for people who support our values below.

We are Brave

- ✓ We are ambitious about achieving social change
- ✓ We are bold in pursuing new ideas
- ✓ We are resilient in the face of adversity

We are Inclusive

- ✓ We actively seek out great talent from everywhere
- ✓ We value diversity and welcome challenging points of view
- ✓ We foster an open and supportive environment

We are Accountable

- ✓ We are transparent in our decisions and actions
- ✓ When things go wrong, we learn from it
- ✓ We hold ourselves to our purpose