



## **The Youth Endowment Fund**

### **Head of Change – Education Focus**

Reports to: Director of Change, Youth Endowment Fund

Salary: £60,000 to £65,000 per annum

Location: Central London.

#### **About the Youth Endowment Fund**

*The Youth Endowment Fund is a bold new attempt to put early intervention at the heart of efforts to tackle youth offending.*

In recent years there has been a significant increase in violent crime. Homicides, assaults, robberies and offences involving weapons have all seen sustained growth. For children and young people, there have been particularly large increases in those who are both the perpetrators and victims of offences involving knives. We believe it is vital to intervene early in children's lives to tackle the root causes of crime and violence, and to stem this worrying trend.

The Youth Endowment Fund is a charity with a £200m endowment and a mission that matters. Founded by youth charity Impetus and its partners the Early Intervention Foundation and the Social Investment Business, we exist to prevent children and young people from getting caught up in violent crime.

To succeed we must do two things brilliantly. Firstly we must: 'Find what works'. We have a team of expert grant makers and researchers funding and evaluating programmes to find out what works. By itself though this won't matter. We have to be just as good at: 'Make change happen'. To make change happen, we will have to take people with us. This is where you come in. We won't change anything unless we can build a powerful coalition of schools, teachers, heads, unions, and more who want to see knife crime reduced. It is your job to build this coalition and make sure that change happens.

## **Key responsibilities**

Most fundamentally, you lead on ensuring that the Youth Endowment Fund successfully makes change happen in the world of education. You will do this by:

- Building fantastic external relationships and coalitions: If we are to have a chance at changing practices in the world of education, we will need to build deep and trusting relationships. Every time we run a themed round of funding (from exclusions to mentoring) we will want to build a coalition of engaged supporters in the education sector who care about our area of focus. It will be your job to build and strengthen these relationships.
- Overseeing the change process when the theme is linked to education: Twice a year we will launch a change process made up of a number of stages. It is your job to ensure this process is followed and that all parts of the organisation play their part:
  - Selecting an area of focus for a grant round, e.g., exclusions, alternative provision, mentoring.
  - Preparing for a grant round, which includes building coalitions, engaging young people, summarising the existing evidence, mapping power and influence.
  - Delivering the grant round, which includes selecting high quality applications, supporting and improving them and selecting the best.
  - Evaluating the outcomes, which includes finding what works and why it works.
  - Delivering impact, which includes scaling up great charities, spreading great practice and pushing for system changes.
- Identifying and delivering the best way to achieve change: In each theme-based grant round related to education it is your job to ensure we find the best way to achieve change. You decide whether there are particular practices we should look to spread or systems that we should look to change. In all of this you will be looking to work with the coalitions that you have built.

- As a senior member of staff in the organisation you also:
  - Build a culture where it is natural to perform well and support colleagues brilliantly.
  - Contribute to setting the strategy, delivering results and building and modelling the culture that we need to succeed.

## **About You**

### **You are this sort of person:**

- ***You make change happen.*** You have experience of finding ways to make things happen. You especially excel in situations of ambiguity where there are not clear rules to follow, previous patterns to copy or clear evidence of what will work.
- ***You win people over.*** People tend to warm to you and respect you. You have built good relationships with very senior people and with very junior people. You are good at chairing meetings, connecting people and having good introductory meetings. You are comfortable talking to a government minister, a youth worker, a company CEO, a teacher and a 15 year old student. Listening to people from all backgrounds matters to you.
- ***You understand teachers and the education sector.*** You really understand how teachers and heads think – perhaps because you were a teacher. You might ideally have some experience working with the teachers' unions, Ofsted and other key organisations that influence teaching. (It is a huge unexpected bonus if you also understand either policing, the youth sector or children's social care).
- ***You learn fast but remain humble.*** You are very quick at getting your head around things. You like learning. You are very good at synthesising information. You know how much you don't know. You know that you can learn more. You know that it's easy to assume you know when you don't.

You care more that good things happen than who gets the credit. You are a great and supportive team player.

- ***You write very well:*** You write clearly without using jargon. You are good at being brief. Your writing is persuasive when you want it to be.
- ***You are both organised and flexible:*** You are a very organised person who can juggle multiple things while always being clear what the overall goal is. People comment on how well organised you are. But you are also highly flexible. When the situation changes, you are happy to change your plan.
- ***You are fascinated and thoughtful on how change happens.*** You have the cognitive intelligence, emotional intelligence and experience to find the ways to make change happen when there are multiple stakeholders. You understand why people find change difficult. You come alive talking about how people make decisions and why they do the things they do. You are interested in behavioural change.
- ***You are an excellent strategic thinker.*** People say that you are good at seeing the big picture. You have experience of wrestling into place a strategy for a project or organisation. You are good at thinking logically but you are also creative. You have ideas but are happy rejecting a lot of them. You like seeing things from different points of view.
- ***You don't want your days to pass without making a difference.*** You want to play a significant part in reducing the level of youth violence.
- ***You understand young people.*** You understand what the lives of vulnerable young people can be like and you understand some of the organisations that work with them, ideally through first-hand experience.
- ***You are committed to equality, diversity and inclusion.***

### **You must have this sort of experience**

You have ...

- ***Built Partnerships or Coalitions:*** You have significant experience in building partnerships or coalitions. You can show how these have been effective in delivering change.
- ***Worked in the education sector:*** You have worked in the education sector, this might be as a teacher but doesn't have to be.

While it is not a criteria, we are especially interested to hear from applicants who have lived experience of youth violence.

It is also important to us that the people we hire do not discriminate. We believe in being inclusive and giving everyone an equal chance to succeed. Applications are welcome from all regardless of age, sex, gender identity, disability, marriage or civil partnership, pregnancy and maternity, religion or belief, race, sexual orientation, transgender status or social economic background.

### **To Apply**

To apply, please send a CV, cover letter and the monitoring form from our [careers page](#) to [recruitment@youthendowmentfund.org.uk](mailto:recruitment@youthendowmentfund.org.uk) by midnight, 12<sup>th</sup> July, 2020.

You should also include the contact details of two referees, one of whom must be your current or most recent employer. Referees will only be approached with your express permission. You will also be required to provide proof of your eligibility to work in the UK. As part of our commitment to flexible working we will consider a range of options for the successful applicant. All options can be discussed at interview stage.

First round interviews will take place in the week commencing Monday 27th July.



Second round interviews will take place in the week commencing Monday 3<sup>rd</sup> August.

Due to the large number of applications we receive, it is not possible to write to you should you not be shortlisted. If you have not heard from us within three weeks of the closing date, please assume that your application has not been successful on this occasion.

Your personal data will be shared for the purposes of the recruitment exercise. This includes our HR team, interviewers (who may include other partners in the project and independent advisors), relevant team managers and our IT service provider if access to the data is necessary for performance of their roles. We do not share your data with other third parties, unless your application for employment is successful and we make you an offer of employment. We will then share your data with former employers to obtain references for you. We do not transfer your data outside the European Economic Area.