



The Youth Endowment Fund

Race Equity Advisor, Grants Programme

Reports to: Andrea Ramsay, Director Operations & Programmes

Period: part time, February to July 2021 (max 1-2 days per week)

Rate: Day rate relevant for experience level

About the Youth Endowment Fund

The Youth Endowment Fund (YEF) is a charity with a £200m endowment and a mission that matters. We exist to prevent children and young people from becoming involved in violence. We do this by funding great initiatives, finding out what works and building a movement to put this knowledge into practice.

At YEF, we are committed to being a racially diverse and inclusive organisation, both in-house and as an external funder. We believe that racial diversity drives innovation, increases diversity of thought and experience and helps the YEF represent and best serve the young people that we are seeking to support.

We are currently working to make decisions on what we will fund in our next two funding grant rounds as an organisation, including the resources we are developing to prepare organisations and the ways we will assess what we fund. Our aim is to make informed, intentional decisions about upcoming rounds so that we are building the most racially equitable funding programme possible that will achieve the aims of the YEF. It is critical that we learn from our previous funding rounds and best practice.

The Race Equity Advisor will play a key role in advising our programmes and evaluation teams and senior management to make these decisions and review our progress in real time. They will be supported by, and build off of, the work of the YEF Racial Diversity, Equality, and Inclusion Working Group.

Key Responsibilities and Projects

- Recommend how our practices can best improve racial equality and minimise the risk of bias through conducting a detailed review of YEF's previous grant rounds, including application materials, scoring criteria, and scoring data. It is important to us to ensure both that we reach young people from all ethnic backgrounds and that we fund organisations led by staff from all ethnic backgrounds.
- Serve on the YEF application design team for autumn 2021 grant round that will launch applications in September 2021, reviewing portfolio requirements, application materials, the way we assess applications, written communications, and other materials to ensure YEF has the most inclusive and equitable grant programme design. Working with our Salesforce and data analysis partner, ensure the application and system is designed so that effective analysis can be conducted after the assessment period on any potential biases.
- During the application assessment period for our next grant round, review analysis provided by our data analysis partner and provide course correction recommendations in real time where potential biases are identified.
- Provide a written report to the YEF leadership team and governance committees on the diversity of the final portfolio of projects being recommended for funding, including analysis on other protected characteristics in addition. This report should include a set of actionable recommendations for improvement for future grant rounds that were identified during the assessment period.
- Advise and review YEF plans to work with smaller organisations to conduct rigorous evaluations of common practices utilized to prevent young people from getting caught up in crime. This will include developing action plans for how YEF can specifically engage BAME-led organisations in the execution of these types of funding rounds.
- Identify other levers for change that may be possible in YEF's grant-making and evaluation practices to ensure a racially diverse and equitable programme, including setting out recommended next steps.



- Draft a scope of work for an organisational Race Equity Audit for YEF that will cover governance, recruitment, retention and progression, culture, communications, movement building, research and other engagement and work with YEF to identify and onboard the auditor.

Key Requirements

- Experience and proven track record working to improve racial diversity, equality, and inclusion within a fast-paced environment.
- Experience of charitable grant-making in the UK, either as a grantee, a grant-maker, or a grant evaluator.
- The ability to understand, collate and synthesise complex sets of information and use them to make informed recommendations. While you will not be responsible for pulling the data and creating reports, you will be responsible for interpreting them and helping us change as a result.
- Ability to work independently, seeking input from relevant team stakeholders throughout.
- While not a requirement, we do encourage applications from individuals (or individuals within organisations) with Lived Experience of violence.

We will accept applications from individuals or organisations who are able to fulfil this role.

It is 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 [through our application page](#) by midnight, 18th April 2021. Please include your day rate expectations in your letter, inclusive of any VAT or anticipated expenses.



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 3rd May 2021.

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.