



Job Description

External Business Growth Manager

Job Details	
Grade	5
Job Evaluation Number	
Number of Posts	1
Department	Executive
Reporting to	Head of Improvement and Business Growth

Who Are We?

We are Birmingham Children's Trust.

'Working Together to make Birmingham the greatest city to grow up in.'

The sole purpose of Birmingham Children's Trust is to make a positive difference for children, young people and families in the city, by driving up the quality of practice and partnerships across the city and its services.

Every employee from Family Support and Social Workers to Finance and Legal, work together to make a positive difference to children, young people and families. We are one team, and each have an important role to play in achieving the Trusts objectives.

Birmingham Children's Trust Leadership team comprises of six Executive Directors who are responsible for leading and managing the Trust to be an autonomous and high performing organisation.

Our Vision:

Our vision is to build a Trust that provides excellent social work and family support for and with the city's most vulnerable children, young people and families.

We will do this:

- with compassion and with care.
- through positive relationships, building on strengths.
- in collaboration with children, young people, families and partners.
- by listening, involving and including.
- in ways that are efficient and deliver value for money.

Success will mean significant progress towards these outcomes:



- healthy, happy, resilient children living in families.
- families able to make positive changes.
- children able to attend, learn and achieve at school.
- young people ready for and contributing to adult life.
- children and young people safe from harm.

Our Values:

ONE TEAM

ACCOUNTABILITY AND RESPONSIBILITY

QUALITY AND INNOVATION

RELATIONSHIPS

HIGH SUPPORT HIGH CHALLENGE

Key Responsibilities

- Draft and implement a Business Growth Strategy for Birmingham Children's Trust, identifying and securing funding from a range of agencies, leading on bid submission, and coordinating action across Trust services and partners to maximize success.
- Ensure that the needs and expectations of existing and potential supporters of the Trust are met and exceeded to maximise business growth income, and to ensure their continuing support of the Trust.
- Ensure that the vision and direction of the Business Growth Strategy provides value to Birmingham Children's Trust and external recipients.
- Work in conjunction with the Communications Team to ensure strategic marketing and communication plans for the Trust are created to promote business growth activity effectively.
- To be responsible for researching and identifying prospective new business growth opportunities and activities for the Trust.
- Produce funding proposals for the Trust, ensuring that the potential of these sources is fully maximised.
- Develop good information sources and repositories for external funding sources and bid preparation processes for staff; and ensure that this information is complete, accurate and up to date.
- Develop strong relationships with national and local government to support the delivery of the Trust's Business Growth Strategy and maximise funding opportunities.
- Lead on the drafting of bid submissions and funding proposals, that are timely, of high quality and



that succeed in bringing new funding to the Trust.

- Manage and monitor business growth budgets across the Trust.

Key Information

Is a Safeguarding Check needed?

Dropdown Options:

Not Required

Or

	Children	Adults	Children and Adults
Basic			
Enhanced			

Will this position have Line Manager Responsibility?

Dropdown Options:

No

Person Specification

Essential Criteria

Method of Assessment (M.O.A): AF = Application Form; E = Work Based Exercise; I = Interview; P = Presentation; Q = Qualifications

CRITERIA		Method of Assessment (M.O.A)
Education/Qualifications	Educated to degree level or possessing equivalent experience within the appropriate fields.	AF
	A relevant funding or project qualification e.g. IOF, AMP, PRINCE 2 or equivalent experience.	AF
	Ability to develop own skills and standards through reflection, seeking feedback and actively working with manager to improve and stretch.	AF/I
Training	A commitment to and record of on-going continuous professional development (CPD)	AF/I



Experience	Experience of partnership working (with internal and external partners).	AF/I
	Experience in the preparation and presentation of business documents, business cases and reports.	AF/I
	Experience of managing operational relationships with stakeholders.	AF/I
	Experience of fundraising or generating income.	AF/I
Skills	Ability to work in a pressurised environment and manage competing priorities in changing circumstances.	AF/I
	Advanced numeracy skills with the ability to interpret complex numerical information.	AF/I
	Effective IT skills using Microsoft office standard packages, including Outlook, Excel, Word, Power point, and any other relevant or suitable programmes where necessary.	AF/I
	Ability to communicate effectively orally and in writing to teams and individuals, senior managers and internal and external stakeholders.	AF/I
	Outstanding grant/bid writing skills.	AF/I
	Confidence in decision making within agreed level of autonomy to best support the aims of the Trust.	AF/I
	An ability to fulfil all spoken aspects of the role with confidence using the English Language as required by Part 7 of the Immigration Act 2016	AF/I

At Birmingham Children's Trust, we are dedicated to safeguarding and promoting the welfare of children and young people. We expect our staff to create an environment and culture that promotes equality, diversity, and inclusion and advocate for anti-discriminatory practices and behaviours.

