

Role description

Development Lead – Children & Young People

Hours and location	Full-time or part-time (0.8 FTE), based from home, with frequent on-site activity that requires regular UK-wide travel. We're happy to talk flexible working
Salary	Commencing at £45,640.00 per annum FTE (subject to experience)
Management responsibilities	The post holder will manage project teams and support NDTi associates. This role may and may not have direct line management responsibilities in future
Reports to	Programme Lead – Children and Young People
Benefits	30 days annual leave per annum plus bank holidays, generous workplace pension scheme with enhanced employer contribution, supportive and family- friendly approach to flexible working. Access to support for learning and development plus additional wellbeing perks

About NDTi

NDTi has been collaborating with communities, government, health, and social care professionals for 30 years to ensure that people with disabilities of all ages are given choice and control over their own lives.

Our organisation exists to make change happen by celebrating what's possible, supporting changemakers and building self-determination. Our work always focuses on wider life outcomes. We want disabled and older people to enjoy the same life course and opportunities as everyone else – education, paid work, a place of their own, fulfilling personal relationships and a chance to contribute to their communities.

Our vision



At the heart of everything we do is our belief in a society where **all people**, regardless of age or disability, **are valued** and able **to live the life they choose**.

We believe that all people should have choice and control over their own lives, that their human rights be respected and that they are valued as equals.

Our vision is shared by our members, our people, our partners, and the people who fund or commission our work.

Purpose of the role

The postholder joins an exciting and diverse programme of work focused on raising aspirations to achieve positive life outcomes for all children and young people.

You will deliver current projects and programmes, provide support to team members contributing to these, and generate new work across a range of issues relating to children and young people. You will bring specific content expertise from the field of children and young people, contributing to the ongoing development of a programme that generates change and enables children and young people to live good lives in their communities.

This will include working across NDTi's strategic priorities, of people's voice, rethinking organisations (statutory and community) and working towards equal lives.

The post holder will contribute to projects that generate change and enable all children and young people to live good lives in their communities using a human rights, person-centered approach.

Key activities

In all activities the post holder will seek to work in partnership with children and young people, their families and carers, and with changemakers across education, local authority health and social care teams, NHS and other public or third sector organisations and communities. Through your work you will strive to hear and include the voices of people currently marginalised.

Contract Delivery

- Work on several contracts ensuring work delivered meets ambitious standards and leads to positive change for children and young people, particularly those at risk of exclusion,
- Share learning from contracts of work to inform thinking within NDTi and ensure continual development of standards and methods of our work,

- Contribute to achieving personal and team goals for funded projects that provide income for the organisation and generate new work opportunities across the programme,
- Undertake personal learning around key areas of work being undertaken, keeping up to date with best practice, policy, and evidence.

Programme Development

Contribute to activities and discussions across the organisation with a focus on our work around children and young people, helping to develop innovative ideas and best practice that informs our offer in how we can best support change to happen.

- Develop a personal profile that shows a diverse range of contacts and relationships across relevant sectors that helps to grow the post holder's personal profile and NDTi's reputation within the sector,
- Write and publish thought pieces and resources including blogs and reports on key issues arising from work undertaken, tailored for different audiences,
- Get involved in and contribute to research and evaluation activities especially where it relates to children and young people,
- Securing and managing contracts,
- Contribute to, or lean in, the development of proposals and tenders to potential clients and funders.

Partnership building:

- Contribute to the development of proposals and tenders to potential clients and funders,
- Seek new opportunities for widening NDTi's work, reputation and influence around children and young people,
- Manage contracts in areas of responsibility, ensuring they are delivered on time, within budget and to expected exacting standards,
- Manage and oversee the work of colleagues and associates contributing to contracts the post holder leads, ensuring excellent communication, co-ordination and high standards of work across the project team(s).

NDTi Representation

- Represent NDTi nationally, regionally, and locally in various sector-based networks and forums,
- Ensure NDTi is presented as a values-driven, innovative and high-quality organisation that is up to date with policy and practice and delivers effectively.

Organisational and other responsibilities

- Encourage diversity of ideas, opinions, and approaches, seeking support by working in an inclusive and collaborative way,
- Oversee and support the work of NDTi associates, promoting their inclusion in the organisation, facilitating mutual learning opportunities and ensuring working practices meet the standards and approaches outlined within the Associate Handbook,

- Support self and others to ensure that all work is delivered in line with NDTi's vision and purpose and that all actions reflect the spirit and intent of NDTi's desire to promote and achieve positive lives for those who are, or are at risk of being, excluded from society including NDTi's commitment to equality of opportunity.
- Contribute to the organisational life of NDTi through being a positive and supportive colleague and an active participation in NDTi meeting, sharing, and learning events,
- Contribute to working groups on key aspects of the organisation or our work as required,
- Ensure organisation systems and process requirements that support business and financial operational management of NDTi are followed, adhering to all aspects of the Staff Handbook and relevant policies and procedures,
- Undertake any other reasonable requirements of the organisation in line with the purpose and spirit of this role description, as agreed with line manager.

Success in the role

Programme development and innovation: Bringing in new work through proposals, responding to commercial tenders, and successfully applying for grant and trust funding is a key success factor for this role. The postholder will bring their expertise and connections to build NDTi's portfolio of work around children and young people so that it has a range of projects of several types that evidence impact and growth towards our strategic ambitions.

Living our values: NDTi is built around our desire to improve the rights and lives of those who are often excluded from the opportunities in work, community, and life that many take for granted. You will share our values around rights and equalities, enable people with lived experience to be part of our work, and ensure that work is focused on really making a difference in people's lives.

External influence and impact: We exist to create change and build evidence. You will be able to gather evidence, work with people and partners, and deliver work which influences positive change and has a tangible impact.

Project management: The role will involve managing multiple projects and project teams and managing your own workload. Successful postholders will be able to work with a diverse and changing workload.

Partnership building: Relationships are key, and the person who is great in this role will bring and build connections and generate positive working relationships across sectors

that enables collaboration with a wide range of people from diverse backgrounds and perspectives.



Our values

Our values bind us together in the pursuit of change that leads to better lives. Our values are worn on our sleeves, fiercely held, and demonstrated through our behaviours and the way in which everyone at NDTi individually and collectively operate.

As Development Lead you will ensure that all activity is delivered in line with NDTi's vision and purpose and that all actions reflect the values, spirit and intent of NDTi's mission.



- We drive inclusion enabling voice and opportunity for equal lives
- We are reliable keeping our word and acting with integrity and authenticity
- We are open and honest about what needs to change and how
- We act with humanity in our work and relationships with the people we work with and for
- We are curious pioneers always looking to creatively learn and improve
- We create impact contributing towards better lives in our communities

Person specification

Essential **(e)** and desirable (d) personal attributes and core competencies for this role.

Criteria demonstrated in application **(a)** interview **(i)** or both **(a&i)**

Subject knowledge and experience

- Experience of working **across the SEND sector** in a way that supports **children and young people** with additional needs to participate and be **included in education, health and social care** so that they can participate in their school and wider community life **(e) (a&i)**
- An **understanding of inclusion** and person-centred approaches and practice **(e) (i)**
- A **practical understanding** of the complexities of **policy and practice relating to children and young people** across education, health and social care, including but not limited to The Children's Act (2014), the Care Act (2014), the Mental Capacity Act (2005) and the Equalities Act (2010), the SEND Code of Practice and Improvement Plan (2023), and an overview of the changes across NHS England **(e) (i)**
- Evidence of **supporting networks, relationships, partnerships, and contacts** that enable you to get your work done, together with the ability to create and develop new networks and communities of interest where needed **(e) (a)**
- Has **connections and contacts** with people and organisations - community, housing, social care or other- who connect with and support children, young people, and their families **(e) (a)**
- Has demonstrable experience of **changing systems, culture, and practice** to achieve improved outcomes for people and the ability to guide and support others to visualise, plan and achieve change **(e) (a&i)**
- An understanding of how to **raise aspirations and improve the life chances** of children and young people, ensuring that they are valued and able to live the life they choose. The passion and drive to challenge exclusive practices and change negative attitudes that limit aspirations and the achievement of positive life outcomes for the children and young people NDTi seeks to support **(e) (i)**
- The ability to **get things done in a practical way**, working to agreed timescales and budgets, following best working practice – even when working in a changing, uncertain environment **(e) (a&i)**
- Experience in working in partnership with a range of other organisations and people with lived experience **(d) (a&i)**

Values and behaviours

- You will share our commitment, values and belief in [NDTi's mission](#) (e) (i)
- You will demonstrate, understand and apply our workplace values of driving inclusion, being dependable, open and honest, acting with humanity, and being curious and commit to work and act in ways that positively always reinforce NDTi's values & behaviours framework. You will challenge behaviours and attitude that serve against NDT's values and inclusive culture (e) (i)
- You may have personal experience of health or social services or being a family carer for someone with experience of using them that you bring to your role with NDTi (d) (a&i)

Personal attributes and core competencies

- **Openness** - enjoys working with others with different perspectives and is open to new experiences and views (e)
- **Rights based, ethical approach** - acts with integrity, and challenges where people's rights or wellbeing are threatened (e) (a&i)
- **Self-confidence** - manages own performance effectively, even in new or challenging situations. A natural and relaxed leader who works well as part of a diverse team - interested in others and their ideas and contributions (e)(i)
- **An inclusive and engaging style** that involves people in thinking about, designing and creating positive outcomes in line with our shared values of equality and inclusion (e) (i)
- **Tolerance for ambiguity** - Comfortable in situations where goals or processes to achieve goals are unclear or hard to determine, or where there is disagreement on the way ahead (e)
- **Strategic thinker** - able to visualise and support others towards their collective longer-term goals, and create impact (e) (a)
- **Relationship building** - establishes and maintains collaborative partnerships with people and groups with a range of roles, experiences, and views (e)
- **Analytical** - able to gather, find and make sense of range of evidence both qualitative and quantitative, and of relevance to the questions at hand (e) (a)
- Has the ability to **influence change** without necessarily having the authority to do so (e)(a)

- Strong verbal skills with the ability to **communicate clearly** in a way that everyone understands (e) (i)
- Strong written skills with the ability to write clearly, be accurate and consistent, and make **complex issues easy to understand** across a **range of audiences** (e) (a&i)
- **Leadership capability** – someone who encourages, acknowledges, and celebrates the successes of others – and supports people to achieve their potential and enjoy their roles/contributions as well as your own (d) (i)