

Welcome to the McPin Foundation

Thank you for your interest in our organisation and this Head of Development and Partnerships position.

About us

The McPin Foundation exists to transform mental health research by placing people affected by mental health issues at its centre.

Our Vision

Our mission is to improve everyone's mental health through research informed and directed by expertise generated through lived experience. We want the value of lived experience of mental health issues to be upheld and embraced, which is why we put it at the heart of all our work.

Our Goals

To be a mental health research pioneer
To achieve change through influencing and research impact
To help people we are connected with to develop and flourish
To challenge inequality and injustice in society

Our Core Values

We **oppose oppression**. We stand against discrimination, abuse, inequality and violence in all its forms. We strive to equalise power imbalances in research and make McPin an inclusive organisation.

We are **compassionate**. We care about the work we do and the wellbeing of everyone connected to us. We approach our work with careful intentions and kindness. We support our colleagues and partners to deliver impactful work.

We are **collaborative**. We approach everything we do by centring lived experience and collective working to deliver meaningful research that improves lives. We listen to each other and value the expertise each person and organisation brings to our project or partnership.

We are **courageous**. We are guided by our beliefs to act confidently and boldly – sometimes making difficult decisions. We encourage everyone working with us to be pioneers, following the best and most meaningful approaches while striving to be innovative and creative.

The post holder will join a busy team at the McPin Foundation consisting of four sub-teams, all based in our offices in London, although we operate a hybrid working practice with all staff working from home some of the time. We also have a wider network of freelance and contracted advisors and researchers who work with us on specific projects around the country.

You can find out more about us at www.mcpin.org.

Job Description	
Job Title: Head of Development and Partnerships	Prepared by: Research Director
Location: Head office 7-14 Great Dover Street, London, SE1 4YR	Closing Date: Thursday 21 st March, 9 am
Terms and conditions Hours: 1 FTE (37.5 hours per week) with possibility of some flexibility if post holder wanted 0.8 FTE/0.6 FTE position. Salary FTE: From £46,637 to £51,699 per annum FTE Holidays FTE: 25 days plus 8 public holidays and 3 additional days at Christmas Employment status: 2 years fixed term Probationary period: 6 months Notice period: 12 weeks	
<u>About the job</u> We are recruiting to a new senior leadership role within our organisation to build upon our 10 years of specialist research work. We want to increase our influence and impact. We want to extend the work we do with new partners both local and national. We want to work with more people with lived experience of mental health issues and support their career development. We are ambitious and are looking for someone committed to centring lived experience expertise in research to join us and help with our next 10 year journey. This is a key new role, which will be shaped by the postholder to an extent. The core focus of this role will include supporting our relationship development, both corporate and public sector; building on current networks and forging new organisational connections to enhance our influencing work and facilitate income generation. It will include writing bids and funding proposals. It will also involve managing a small team, coaching and empowering individuals to thrive and develop. They will join the senior leadership team in the charity alongside our research director, senior operations manager and head of research and involvement. The post holder must uphold the values of the organisation. We encourage people with lived experience of mental health issues to work for us, drawing on their skills as well as their direct experiences of managing mental health issues. This post will be based at our head office – 7-14 Great Dover Street, London, SE1 4YR, but some travelling in the UK will be required from time to time. We are operating a hybrid working model – with staff working both remotely and in the office, we expect the team to attend the office at least one day a week if possible.	

Work with us

This post would ideally suit someone with **exceptional leadership skills and proven business development experience who is passionate about mental health and lived experience involvement in research**. The post holder will also need to be self-motivated, have strong interpersonal skills and be a confident communicator, with the ability to maintain and create strong, long-term, reciprocal relationships with many stakeholders that result in significant impact.

Our team is committed to transforming mental health research through collaboration, inclusion and a belief in equity and anti-oppressive behaviour. **We strongly encourage applications from Black people, People of Colour, people who are LGBTQIA+, those with a disability and those who identify themselves in marginalised groups, as well as people with lived experience of mental health issues.**

We offer benefits including a competitive salary, hybrid/flexible working, a NEST Pension scheme with 6% employer contribution, wellbeing support and mentoring scheme, an individual training budget and access to an Employee Assistance Programme and healthcare cash plan with Hospital Saturday Fund.

Key Responsibilities

Leadership:

- Lead on new business development, including fundraising through grants, trusts and foundations and creating new partnerships.
- Lead our influencing, policy and impact programme furthering our work to transform the mental health of communities everywhere.
- Deliver McPin Foundation operational strategies, reviewing current plans and developing new proposals in line with strategic vision agreed by trustees.
- Member of the senior leadership team within the charity, contributing to leadership of the organisation, development of operational policy and furthering our work in influencing change in mental health.
- Commitment to our work on justice, equity, diversity and inclusion, being a core member of our JEDI forum, developing ideas for research and policy that can address inequalities in mental health provision.

Income generation and business development:

- Generate income to cover team expenditure and overheads alongside senior colleagues and develop our portfolio of funded studies in line with our values and ambitions.
- Find and access unrestricted funds and grants to allow McPin to grow and thrive.
- Develop and maintain new partnerships to enable business development.

Management:

- Line management of the communications manager and a research manager with responsibility for developing the McPin training programme.
- Support staff to manage their wellbeing at work, create an environment that prioritises wellbeing at work alongside delivering on role responsibilities.
- Oversight of projects developed via unrestricted funds including grants and private sector partnerships.

Partnerships and influencing:

- Progress and develop our influencing policy with the McPin team and plan for delivery including lived experience expertise, policy development and science dissemination / communication.
- Develop new partnerships and relationships across mental health research and policy sectors, including with commissioners, alliances, organisations, key contacts and other researchers championing the importance of lived experience expertise in the process.
- Taking responsibility for finding out about the work of other team members, listening carefully to opinions of others and carefully structuring communication.
- Develop and support initiatives seeking to encourage new partnerships and societal impact-related activities.
- Undertake targeted research to identify external opportunities that align with McPin's expertise and strategy.
- Represent McPin in key alliance and sector stakeholder groups as well as on research advisory groups.

Communications:

- Provide support to the communications team where required, developing science communication innovations to extend our influencing work.
- Write position papers, evidence submissions and blogs in collaboration with the communications and senior leadership team.
- Leverage our communication work and outputs to develop new partnerships and influence sector stakeholders.

Other:

- Maintain key awareness of issues within mental health and social care arena.
- This role will require some travel and overnight stays.
- Comply with regulations including the Data Protection Act, as well as the McPin Foundation's policies and research governance framework, and show a commitment to personal development in order to deliver high quality work.

The key responsibilities above give a broad outline of the functions of the post. The post holder will be expected to adapt to changing circumstances and undertake other duties appropriate to the grade of post as allocated by your line manager. The outline of responsibilities may change from time to time.

Competencies

A post holder who is meeting the requirements of this role will demonstrate the following competencies in their work:



Quality

You define and communicate organisational objectives and quality standards. You prioritise and organise your own and others' workload effectively following SMART principles. You put in place appropriate quality review arrangements and evaluate the quality of your own and others' work. You ensure that all quality issues and related risks are resolved and lessons learned. Where weaknesses are identified you put in place appropriate development opportunities or other interventions. You embrace change, drive a culture of continuous improvement and set the direction for organisational development.

* SMART goal is defined as one that is specific, measurable, achievable, results-focused, and time-bound



Involving

You lead the involvement of expertise from experience in our work. This is to ensure that our mental health projects and communications address relevant questions that have the greatest impact on people's lives. You instil a culture that encourages McPin staff to think about involving relevant stakeholders in the work we do, mindful of our commitment to diversity and develop new ways of doing so, with a commitment to learning. You will draw on your own lived experience if appropriate. You understand and can communicate the importance of involvement activities to the team and external partners. You lead work to develop best practice involvement. You are confident championing this to external parties. You seek opportunities to continue to develop our involvement work further both within and by forging and maintaining partnerships outside of McPin.



Inclusivity

You take into account all opinions and perspectives to improve your work, your team's work, and to advance the work of McPin. You find innovative ways of improving equality and diversity in the work of your team. You treat others with respect even when they express views that differ to your own. You encourage the team to engage and ensure others listen. You challenge bias, prejudice and intolerance and work at a team and organisational level to resolve any issues. You are conscious of the impact of own behaviours on others. You model the giving and receiving of constructive feedback throughout the organisation. You act in accordance with our equality and diversity policy.



Collaboration

You drive collaborative working at McPin. You create a climate of trust in which all team members feel included and able to express their views, both within own department and across the organisation. You empower staff to make decisions, take action and deal with difficult situations. You forge strong collaborative relationships with external parties and drive a culture of continuous reflection, learning and development. You identify conflicts and tensions within the team and across the organisation. You encourage, support and coach team members to resolve them speedily and sustainably.



Caring

You lead and model organisational culture and wellbeing at McPin. You care for the wellbeing of those you manage everyone connected with McPin. You take responsibility for the workplace wellbeing of McPin staff and those engaged in our project work. You find innovative ways to improve workplace wellbeing and ensure that safeguards are in place when considering any new project work. You seek positive solutions when concerned about the wellbeing of others. You advocate for staff and team when required and work with other members of the senior leadership team (SLT) to resolve issues.



Leading

You head project work, lead your team and lead the organisation as part of senior leadership team (SLT); supporting the mission of McPin. You set an example for desired behaviour for McPin staff in line with our core values. You provide supervision to your team, supporting the management of workload and their personal development; you provide effective team leadership and set the direction and strategic plans at a team and organisational level.

Person Specification

E = Essential

D = Desirable

Knowledge

- Excellent understanding of mental health, the impact of mental health issues on people's lives, the system and services operating to support people with mental health issues, and the role of research in affecting change (E)
- Excellent understanding of the funding and grant-making sector and how to build long term business partnerships (E)
- Knowledge of the charity sector and fundraising regulations (E)
- Excellent knowledge of health and social care sectors and the policy landscape influencing their development, expert knowledge on how to achieve change and impact (E)
- Good understanding of Patient and Public Involvement (PPI) in research and peer-led research (D)
- Good understanding of research methods, information synthesis and knowledge transfer practices (D)
- Excellent understanding of intersectionality and a commitment to inclusivity, equity and anti-oppressive practices underpinned by continuous self-education to build appropriate knowledge (E)

Skills

- Exceptional leadership skills with strong strategic thinking and relationship management abilities, a track record in business development and advanced research communication / dissemination (E)
- Excellent inter-personal, networking and influencing skills - the ability to inspire, develop and support others and build constructive working relationships both inside and outside the organisation (E)
- Adept communicator – both oral and written - using well-developed skills including presentation abilities and writing for a variety of audiences, such as funders, academics, third sector organisations, policymakers, professionals and the public (E)
- Excellent information management and analysis skills, working with numerical data and narrative evidence (E)
- Good financial processing and budget management (E)
- Highly organised and efficient worker, with the ability to manage competing priorities and work to deadlines (E)
- Able to identify needs and support at a team and individual level, providing strategic planning and leadership to manage a team effectively, with particular reference to emotional workload, capacity and resource (E)

Experience

- Experience of writing successful grant/funding applications for a small organisation (E)
- Experience of developing a strategy for maximising grant/unrestricted funding (E)
- Experience of working with research leaders including University based academics (E) and experts by experience who may hold academic posts or not (E)
- Experience of leading small teams and managing staff (i.e. as a line manager) (E)
- Experience in public affairs/policy environment in which influencing and building relationships with external audiences was key to your role (E)
- Experience of writing quality reports for funders and other intended audiences (E)
- Experience of communicating through social media (D)
- Personal experience of mental health issues (own or caring for others) (D)