

Head of Business Development

Join our mission to end youth homelessness in Scotland!

For over 30 years, we have been dedicated to **preventing youth homelessness** and supporting young people in building better futures.

Rock Trust aims to ensure that every young person in Scotland has access to **expert youth specific services** to assist them to avoid, resolve, and move on from homelessness.

We work to ensure that **the public, policy makers, commissioners, and practitioners understand the issues**, make decisions, and take actions which will help us end youth homelessness.

LAST YEAR WE HELPED

1,129

young people avoid or move
on **from homelessness**



Kate Polson,
Rock Trust CEO

As well as providing routes away from homelessness and into secure housing options, we also support young people with their mental health, employability and independent living skills.

Every young person is different and no single version of support is appropriate for every person.

We want to prevent young people experiencing homelessness at all, but where this isn't possible, we're determined to make sure that any experiences of homelessness are brief and non-recurring.

What is it like to work at Rock Trust?

Rock Trust is an ideal workplace for individuals who are looking to be inspired and motivated by their day-to-day work. Whatever your role, Rock Trust is a place for people to bring their true selves and build authentic, genuine relationships with co-workers, volunteers, partners, supporters, and young people.

Safety Fairness Respect Positivity

These values exist for our staff, volunteers and the young people we work with. They underpin everything we do, including how we measure success and reflect on our work.

When we interview new potential colleagues we always ask them to talk to us about these values and their personal relationship to them. This really helps us get to know people, and see how they might fit into Rock Trust. Crucially, we've had feedback that it also helps break the ice and show people what working at Rock Trust is like because of what is important to us.

Working for Rock Trust is my first experience of working in the voluntary sector and I really appreciate being part of an organisation that puts its values into practice. The welfare of the young people we support really is at the heart of all we do.

I am a Team Leader, and the role is far from easy, but I never dread going to work because Rock Trust understands the importance of recruiting the right people and we have a supportive and compassionate team.

Alison, Team Leader in Fife



What do we offer to our staff?

We take pride in fostering inclusivity within our organisation, building on everyone's strengths and collaborating effectively. By investing in and supporting our teams, we ensure the best outcomes for the young people who need us.

- Flexible working
- Wellbeing day
- TOIL
- Increase in your annual leave entitlement each year
- Annual Leave purchase scheme
- Employer Pension Contributions (6%)
- Enhanced Maternity, Paternity and Adoption Leave
- Talent Development
- Core and individual training opportunities
- Life Assurance of 3 x your annual salary
- Employee Assistance Programme (EAP)
- A funded Social Committee
- Cycle to work scheme
- £50 eye care voucher every 2 years
- Interest free train season ticket loans



I have had many jobs over the years, but I can safely say this is one of the friendliest and most supportive environments I have worked in. The Rock Trust is a very welcoming place to be, and I feel very fortunate to work alongside the people I do.

Being able to work flexibly has been a huge perk for me. It has allowed me to fit in other commitments I have outside of work.

Danny, Edinburgh Youth Housing Hub Lead

Our teams

- Senior Management Team
- People and Business Support Team
- Finance Team
- Communications and Fundraising Team
- Properties and Facilities Team
- Services | Edinburgh, East Lothian, and Midlothian
- Services | Perth
- Services | West Lothian
- Services | Glasgow
- Services | Fife
- Services | Upstream Scotland



I can honestly say that I work with some of the kindest, most dedicated, and most supportive people at Rock Trust. Across all departments, everyone's thoughts and ideas are always valued and welcome.

Joanne, Partnerships Lead



Job description

Job Title: Head of Business Development

Contract: Permanent - 35 hours per week

Location: Edinburgh, with some home working and occasional travel across central Scotland

Salary: £44,040 –£51,600 per annum (depending on experience)

Mission Statement

Our long-term vision is to end youth homelessness, our more immediate mission is to ensure that every young person in Scotland has access to expert youth specific services to assist them to avoid, survive and move on from homelessness.

Context

The Head of Business Development is a senior leadership role responsible for developing and executing strategic plans to drive business growth. This key leadership role will support the CEO to implement a growth strategy, ensuring that regulatory standards are met, and policies and procedures are implemented.

The primary focus of a Head of Business Development is to identify new business opportunities, build partnerships, and drive revenue growth through strategic planning, market research, and competitive analysis. Developing and leading the implementation of Rock Trusts Property, Fundraising and Communications Strategies to ensure that we reach strategic targets.

Main Duties

- Developing and implementing business development strategies
- Identifying and pursuing new business opportunities
- Building and maintaining relationships with key stakeholders and partners
- Leading and managing the Property and Fundraising teams
- Analysing market trends and competitor activity

Reporting to CEO

Job description

Responsibilities

Communications and Fundraising

- Line manage the Fundraising & Communications Manager
- Liaise with external supporters, ensuring we continue to grow our supporters
- Support writing and coordination of funding applications and tender responses
- Ensure best practice in bid management is implemented and maintained
- Develop growth strategies in collaboration with the senior management team.

Property and Assets

- Line manage the Property & Facilities Manager
- Nurture and lead the development of our Property portfolio, securing additional properties where required.
- Explore, propose and implement alternative financing solutions, including social investment, loans and grants, to expand our property portfolio

Business Development

- Work with the Management team to analyse, plan and implement new business strategies including the property strategy
- Explore/research, analyse and implement, where feasible, additional income generating routes that over time generate unrestricted income for the organisation.
- Create and nurture relationships with major donors and strategic funding bodies, creating partnerships which support business growth

Leadership & Development

- As part of Senior Leadership Team, provide effective and professional leadership, supporting and promoting the activities of Rock Trust and contributing significantly to building a high performing organisation.
- To provide visible leadership and motivate staff to ensure that delegated responsibilities are achieved, and effective communication maintained.
- Nurture a culture of Respect, Safety, Positivity and Fairness, that allows our colleagues to thrive, take appropriate risks and learn from mistakes.
- Increase our senior level networks, building relationships with leaders, partners, commissioners and funders.
- Identify and make recommendations for improvement to contribute to the continuous operational improvement of the organisation.
- Monitor, analyse and report on results, lead improving performance

Other

- To act in accordance with Rock Trust values
- To work with other senior managers and the Board of Trustees
- To undertake other duties in line with the role as required.

Person specification

Essential

- Professionally qualified/relevant degree (or equivalent qualification at SCQF Level 9), in Business Management/Development, Housing Management or Communications/Fundraising

Plus

- Experience in a similar or related role(s) to this one and
- A management qualification (SCQF Level 8 or above)

OR

- Significant vocational experience demonstrating development through involvement in a series of progressively more demanding work/roles – highlighting relevant transferable skills.
- Demonstrable experience leading one of the following areas:
 1. Finance and financial planning
 2. Sales and partnerships
 3. Business Development
 4. Fundraising and Communications
 5. Property & Facilities

- Demonstrable knowledge of Project Management methods / techniques.
- Demonstrable knowledge of business development methods, techniques and processes at a leadership level
- Proven experience in a management role that evidences involvement in Strategy development, Internal and External Stakeholder engagement
- Demonstrable experience of managing and motivating diverse, multi-disciplinary teams to achieve their goals
- Demonstrable experience of managing a department budget
- Ability to take initiative and lead complex problem solving activities, bringing and inspiring others with you on the journey
- Willingness and ability to work unsocial hours

Instructions to apply

This vacancy is being managed by an external agency. To apply, please contact **AWS Recruitment** directly:

AWS Recruitment

Alan Surgeon

Mobile: **07795954029**

Email: **alan@awsexecutive.com**

We will review applications daily and will be in touch as soon as possible if we'd like to invite you for interview.

If you would like to speak to someone about the role in more detail, or if you face any obstacles to completing an application, please get in touch.

Rock Trust, 55 Albany Street,
Edinburgh, EH1 3QY

T: 0345 222 1425 | E: hello@rocktrust.org



[@rocktrust.bsky.social](https://rocktrust.bsky.social)



Good luck!