

It starts with community

The National Lottery Fund
Role Profile



Head of Funding Equity & Inclusion (Policy & Practice)

Directorate:	Funding, Strategy, Communication & Impact
Department:	Strategy Implementation and Funding Policy
Role/Competency level:	Level 4
Reports to:	Deputy Director, Strategy Implementation and Funding Policy



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Role purpose

In this role you will play a lead role in developing the organisation's capacity to understand and meet the funding needs of the diverse communities we work with. You will lead the strategic development, delivery and continuous improvement of equity, diversity & inclusion (EDI) for our funding portfolios across the UK, ensuring all aspects of our funding services are inclusive and accessible. You will be a passionate champion for EDI, challenging the status quo, identifying priority areas for intervention and transformation, bringing new contextual understanding and knowledge to inform the Fund's approach. Applying your expertise and experience of tackling inequality, you will work across the organisation, and have a crucial role to play in effecting change and creating a culture of inclusion.

You will provide expert advice and guidance on a range of highly complex and sensitive issues to key decision makers, working with networks of internal and external stakeholders to bring to life the EDI ambitions of the Fund. You will work closely with all portfolios and functions, colleague networks and the Fund Diversity and Inclusion groups, role modelling inclusive behaviours. Reflecting the values of the Fund, you will influence and inspire at all levels, gaining trust and delivering messages appropriately to a diverse audience, including in holding the organisation accountable.

As a specialist you will keep up to date with best practice, including legislative requirements and be committed to your own professional development, using this wider knowledge to improve and develop organisational knowledge. You'll be a strategic thinker able to see the bigger picture, confident in interpreting a variety of data, and use it to create compelling narratives which stimulate action.

You will be an engaging and compassionate leader, capable of leading and championing the agenda within the Fund with strong emotional intelligence and be able to rapidly build highly effective working relationships with a range of stakeholders.



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Key responsibilities

- Build and drive delivery of our Fund-wide EDI strategy specifically relating to our funding.
- Ensure EDI remains a strategic priority for the Fund and becomes embedded in everything we do.
- Champion EDI internally and externally, providing thought leadership and subject matter expertise on all aspects of EDI.
- Be action-orientated, seeking out good practice, sharing learning and effecting positive change across our organisation.
- Ensure the consistent implementation of EDI initiatives in all funding portfolios, building positive connections and influencing effectively at all levels.
- Coach and build capability of our leaders and colleagues in this area.
- Optimise the use of data, ensuring accurate monitoring of the reach and distribution of our funding.
- Ensure appropriate monitoring and evaluation methods are employed for all EDI activities sharing good practice.
- Ensure that EDI compliance & reporting is in place and operating effectively.
- If the role is based in Wales, or supports customers or colleagues in Wales, an understanding of Welsh language legislation and the Welsh Language Standards of the Fund is required.



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Knowledge, skills and experience

- Strong, visible leadership and stakeholder engagement skills, able to communicate, persuade and influence at all levels.
- In-depth knowledge and experience of implementing EDI concepts, strategy and practice.
- Recent experience of successfully leading work to reduce inequalities and promote equitable outcomes in a community or funding environment.
- A track record of successfully implementing significant change in a complex organisation, managing competing priorities.
- Evidence of delivering concrete outcomes, able to implement new ideas in an agile way.
- Project management experience.
- Experience of using evidence and data to inform policy, practice and decision-making.
- Strong interpersonal skills, mobilising and coaching others across a matrix team.
- Knowledge of relevant equalities legislation relating to service provision for a public sector body.



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Role competencies: Level 4

- **Strategic direction**
Leads the implementation of strategy, creating high engagement and performance.
- **Leading our culture**
Generates a supportive work environment that is actively sensitive to colleague well-being.
- **Working together**
Enables teams to implement strategy and support a collaborative and inclusive working environment.
- **Delivering quality results**
Leads teams to achieve Key Performance Indicators (KPI) and ensure delivery of Corporate and Directorate Plans.
- **Diligence and control**
Performs duties in line with set expectations and policy and/or regulatory considerations.
- **Developing self and other**
Recognises and harnesses creativity and innovation to improve services and supports development of self and others.

Our Values



We are inclusive

We know that communities and organisations are stronger when everyone can participate and work to increase inclusion.



We are ambitious

We believe in the power of community and connection and are ambitious for its potential. We support people and communities to shape the future and lead change.



We are impact focused

We are inspired by communities and learn with them. We listen, reflect and use evidence to improve knowledge, inform action and increase impact.



We are adaptable

We welcome and embrace new ideas and ways of working.



We are compassionate

We work with care consideration and humility.