



## Development Officer (trusts)

West London Zone is looking for someone who can write powerful and persuasive bids to Trusts and Foundations, to raise funds and enable us to deliver our work. This job requires exceptional writing skills and a good understanding West London Zone – including what makes us unique. You may not have years of experience, but if you are excited by our delivery model, our funding structure, confident using qualitative and quantitative evidence, with a talent for writing – we want to hear from you.

This role is part of the Development Team, and may also include other work to support the team from time to time, including individual giving, public commissioning work, and any other tasks as may be reasonably required.

**To apply please send a completed application form to**  
[recruitment@westlondonzone.org](mailto:recruitment@westlondonzone.org)

<b>Remuneration</b>	£20-24,000 per annum (depending on experience)
<b>Location</b>	West London
<b>Start</b>	August 2018
<b>Contract</b>	Permanent, full-time.
<b>Holiday</b>	25 days per annum (plus 3 between Christmas and New Year)

### Job Role

- Work with the Researcher to identify potential trusts/foundations so as to build a strong pipeline to meet fundraising targets on an annual basis
- Write high quality bids for trusts/foundations and any other fundraising applications, including proposals to High Net Worth Individuals as required
- Regularly report internally on pipeline of trust and foundation applications and potential income
- Write external reports for funders, collaborating with delivery team as required but taking care not to duplicate work by utilising data and updates already generated
- Build relationships with key individuals representing trusts and foundations where necessary
- Manage and develop the Salesforce Database system, updating records continually, generating reports and constantly improving current processes
- Ensure accurate data sharing with the delivery team so that information WLZ is sharing externally is valid and consistent
- Work closely with other members of the development team to support all fundraising and commissioning activity including events, publications, content generation
- Other tasks as required by line manager

## Person Specification

### Experience

- Successful bid writing for trusts and foundations (desirable)
- Report writing or other written tasks for an external audience (essential)
- Educated to degree level or equivalent (essential)
- Proficient in word, excel, powerpoint, and more complex databases (essential)
- Desk-based research (essential)
- Being part of a team (essential)

### Skills

- Exceptional written skills (essential)
- Good verbal presentation skills (essential)
- Able to (and enjoys) working independently and to a deadline (essential)
- Able to analyse and disseminate complex information (essential)
- Professional, friendly and helpful manner (essential)
- An interest in and understanding of the work of West London Zone

## About West London Zone

West London Zone (WLZ) is a fast-growing, highly innovative social sector organisation, with a unique funding model - our work is funded by multiple local funders (schools, philanthropists and the government) who each have a stake in improved child outcomes. We work in partnership with a group of charities to transform the lives of children and young people who we identify as being on the cusp of crisis. We work to improve 'whole child' outcomes in well-being, engagement with and attainment in school.

We were founded in 2016 and to date have supported 600 children. Over the next 5 years, we aim to reach up to 3,000 children and young people age 0-25 years who live in our area of West London (3 square miles around the Harrow Road) and are at risk of poor outcomes in later life.

### Our vision

West London Zone has been co-developed by our local community to ensure that all children in our Zone arrive safe, happy and healthy in adulthood. This means that we want them to grow up ready for school, prepared for sustained and gainful employment, in good physical and mental health and able to forge positive relationships. We aim to achieve this by coordinating a range of local and national social sector organisations to provide support early, before problems escalate. We are inspired by the Harlem Children's Zone, the world's first Children's Zone, who pledge to do 'whatever it takes', over the whole period of childhood, to ensure children grow up well.

Our experience suggests that the challenges facing these children and young people are too numerous and complex for any one agency to manage alone. The 'whole community', from schools to public services to neighbourhood groups and charities, is required to support each child to grow up well and achieve positive outcomes in life. Our aim is to change the community in our Zone over the long term, one neighbourhood at a time, until we generate a 'tipping point' which will change the narrative of children growing up here for good.

## **Our work**

Our initiative puts the child at the centre, with all stakeholders focused on the shared goal of improving outcomes for that child. We describe our delivery model as '1) proactive identification; 2) preventative action; 3) lasting impact'. In summary:

- WLZ works in partnership with schools and children's centres to identify those children at risk of negative life outcomes using a unique assessment approach.
- We use this analysis to create bespoke packages of support, matching interventions to each child's strengths and needs so that the right children and their families receive the right support at the right time.
- We partner with local charities to fund and deliver support sessions aimed at improving outcomes for each child.
- This support is coordinated in schools and nurseries by WLZ's Link Workers, who take responsibility for every child and family being supported by WLZ, to assist their sustained engagement with their support and to broker relationships with groups in the wider community.
- The work is co-ordinated by a 'backbone' team who raise money, manage the work, and rigorously use data to drive children's improved outcomes in life as well as monitor their progress and the effectiveness of our partners' interventions.

## **Our status today**

In 2015-16, we conducted our pilot project, delivering support to 118 children and young people aged between 3 and 12 years in White City, Hammersmith with positive results.

Today, we are working with over 500 children across 15 schools in North Hammersmith and North Kensington. Last year, 85% of children engaged with their support to a 'high level', based on their attendance at partner support and number of interactions with their Link Worker. 80% progressed in attainment, school attendance or wellbeing. 77% of those children previously at risk in mental wellbeing improved, with 62% improving to such an extent that they are no longer at risk of a mental health crisis.

Our work with school-age children is funded by a type of social impact bond, which we call a 'Collective Impact Bond' because it enables our work to be paid for by multiple local funders who each have a stake in improved child outcomes. The Local Authority, a child's school, and a local philanthropist, each contribute an equal amount for each child we work with, with additional 'top-up' funding provided from central government. This funding is contributed partly according to the results we achieve, increasing accountability for money spent.

We also conduct work in the Early Years, currently in 8 nurseries in North Hammersmith and North Kensington – funded by philanthropy due to the fact that this work is still in development, with a view to trying to secure our first outcomes contract via our Collective Impact Bond in the future.

Our ambition is that as we prove our model of support in West London, it can be replicated in other urban areas across the country.