

Business Development Lead Role Description



Place of work: Hybrid, Southampton Head Office, with regular remote working available

Salary: Band E - £32,166.89 to £35,664.01 full time equivalent, pro rata for part-time / term time hours
15 to 18 hours per week, over 3 to 4 days.

Working days and hours: All year or term-time only plus 2-weeks available
A suitable working pattern and arrangements will be agreed with the successful candidate

Responsible to: Head of Fundraising & Development / Director of Finance & Development

Responsible for: No direct line management initially. The role will provide matrix coordination for relevant colleagues and external contributors.

Disclosure and Barring Service Check (DBS): Basic DBS

Essential driver?: No - The postholder will need the ability to travel to No Limits locations and occasional external meetings

Here at No Limits, our mission is **to empower children and young people to reach their full potential through advice, counselling and support**. Our people are key in supporting us to achieve our aims and your role in this is outlined below.

We particularly welcome applicants from diverse backgrounds and those with experiences similar to the children and young people we help and support. We are committed to creating a diverse environment where people can be their authentic self, experiences and opinions are valued, and we all are open to learn from each other.

About the role

We are looking for a Business Development Lead to help grow No Limits' paid-for service offer, with an initial focus on schools and colleges. This role will build relationships, develop warm leads and support the growth of paid-for services that are realistic, sustainable and aligned with our mission, values and safeguarding responsibilities.

You will work closely with Fundraising and Development, service delivery, communications and senior leaders to understand our offer, identify opportunities, develop a clear pipeline and help turn interest into paid-for service relationships.

The role will mainly focus on schools and colleges, but may also explore other routes where there is a clear fit with No Limits' services and capacity, such as local partners, other charities, agencies or other paid-for service opportunities.

About you - Knowledge, Skills and Experience

Business Development Lead Role Description



The successful candidate will have:

- ✓ Experience in business development, partnership development, social enterprise, traded services or a related role.
- ✓ Confidence building relationships with schools, colleges, education settings or other external partners.
- ✓ Experience working towards agreed goals, targets or outcomes, with the ability to track progress and adapt activity where needed.
- ✓ Ability to identify decision-makers, develop leads and turn early conversations into realistic opportunities.
- ✓ Strong communication and relationship-building skills, with the ability to represent No Limits positively and professionally.
- ✓ Good commercial awareness, including understanding service viability, pricing and return on investment.
- ✓ Confidence using information, insight and feedback to identify opportunities and shape business development activity.
- ✓ Strong organisational skills, including the ability to maintain accurate records, manage a pipeline and follow up actions.
- ✓ A proactive and self-motivated approach, with the ability to work independently and create momentum.
- ✓ A commitment to No Limits' values and mission.
- ✓ An understanding and commitment to, equality, diversity and inclusion.

You may also have:

- ✓ Existing contacts or networks within schools, colleges, multi-academy trusts, local authorities, education partnerships or relevant professional groups.
- ✓ Experience working in or with education, children and young people's services, health or the voluntary sector.
- ✓ Experience developing paid-for services, traded services, contracts, service proposals or partnership offers.
- ✓ Confidence presenting to groups, networks or external partners.
- ✓ Experience supporting tenders, proposals, presentations or business cases.

Please include on your application form other relevant knowledge, skills and experience which can be from work, volunteering, education or personal experience. We value growth and may make recruitment decisions where not all essential areas are met, but you are able to show an ongoing commitment to learning and development.

Business Development Lead Role Description



Business Development and Relationship Building

- Promote No Limits' paid-for service offer, initially with a focus on schools and colleges.
- Identify and build relationships with key contacts, decision-makers and influencers in schools, colleges, education networks and other relevant settings.
- Develop warm leads and secure introductory conversations, meetings or invitations into relevant networks.
- Represent No Limits positively and professionally in external meetings, events and conversations.
- Identify opportunities to raise No Limits' profile and create realistic routes into paid-for service growth

Service Offer and Opportunities

- Develop and maintain a clear pipeline of opportunities, including contacts, stage of interest, actions, next steps and likely timescales.
- Work with relevant No Limits colleagues to understand our paid-for service offer, capacity, pricing and delivery models.
- Connect the right No Limits staff member into conversations where clinical, operational, safeguarding or service-specific input is needed.
- Support the development of clear and accessible information about No Limits' paid-for services for schools, colleges and other potential customers.
- Gather insight into customer needs, local networks, emerging opportunities and barriers to paid-for service growth.

Progress and Sustainability

- Work with colleagues to help turn leads into viable paid service contracts, proposals or partnership opportunities.
- Support effective handover from initial lead generation into delivery planning, contract agreement and ongoing relationship management.
- Track business development activity, including contacts made, meetings secured, leads generated, opportunities progressed and contracts secured.
- Provide updates on progress, barriers, opportunities and recommended next actions.
- Make sure opportunities pursued are realistic, ethical, financially viable and aligned with No Limits' mission, values and safeguarding responsibilities.

General

- Keep up to date with knowledge, issues and external developments that may impact on the organisation.
- Ensure that statutory and legal obligations are met.
- Demonstrate work practice that encompasses an appreciation and awareness of No Limits policies and procedures, and ensure these are followed.
- Attend training and meetings as required and participate in regular supervision.
- Demonstrate an ongoing commitment to the safeguarding of children, young people and vulnerable adults.
- Support the implementation of No Limits organisational strategy, promoting our mission and values through delivery of your personal objectives.
- Ensure personal knowledge and skills are updated to ensure effectiveness in meeting work requirements.
- Undertake any other duties as may be reasonably prescribed by No Limits, appropriate to the scope and grade of the role.