

Sands  
Application Information  
**Volunteering Development Lead**

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September 2022

## About Sands

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Every day in the UK, 13 babies are stillborn or die shortly after birth.

Sands is the leading stillbirth and neonatal death charity and exists to reduce the number of babies dying and to support anyone affected by the death of a baby, before, during or shortly after birth.



Sands provides bereavement support services both nationally through its Freephone helpline, mobile app, online community and resources, as well as locally through a network of around 100 regional support groups based across the UK and run by trained befrienders.



Sands works in partnership with professionals, trusts and health boards and offers a range of training programmes and bereavement care resources to ensure that every bereaved parent and family receives the best possible care wherever they are in the UK.



Sands promotes improvements in practice and supports research to better understand the causes of baby deaths and save babies' lives.

Sands raises awareness of baby loss and works with governments, key influencers and other stakeholders to make reducing the number of babies dying a priority nationally and locally.

Over the past 44 years, Sands has grown into a national charity with a powerful vision shared by dedicated volunteers, fundraisers, members, donors, healthcare professionals, partners, staff and bereaved parents and families.

Sands has grown its income by over 40% since 2012 and, as part of our strategic plan, is focusing on how we can make the biggest difference to the lives of bereaved families and save babies' lives. To find out more, visit [www.sands.org.uk](http://www.sands.org.uk)

*our vision at Sands is for a world where fewer babies die and anyone affected by the death of a baby receives the best care and support for as long as they need, wherever they live in the UK.*

**Join us and help create a world where fewer babies die.**

# Sands Staff Benefits

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## Annual Leave

Staff receive 28 days annual leave per annum pro rata, plus bank holidays. Staff will be required to take 3 days annual leave during the period between Christmas & New Year.

## Employee Assistance Service

As part of its commitment to employee wellbeing, Sands offers all Staff access to the Bupa Employee Assistance service which offers free and confidential counselling and wellbeing support. Support is available on a range of issues including legal, financial, emotional, health and work related concerns.

## Sand Cycle to Work Scheme

Sands has teamed up with Cycle Solutions to provide a Cycle to Work Scheme, which you can join to make considerable savings on the cost of a new bike and equipment.

## Sands Pension Scheme

Subject to eligibility, you will be automatically enrolled into the Aegon Personal Pension scheme as soon as your employment commences. You can decide whether to remain in the scheme and/or make additional voluntary contributions if you wish.

## Flexible Working

All Staff are able to apply for flexible working with effect from their first date of employment.

## Maternity Pay

Staff on maternity leave are paid their full salary for the first 26 weeks of their period of leave.

## Leave for the Death of a Baby or Pregnancy Loss

Any member of Staff affected by the death of baby or pregnancy loss will be granted leave paid at their normal salary, regardless of the type of loss.

## Sands is a vibrant, growing charity!

With a clear strategy, Sands is repositioning as a learning, developing organisation which aims to achieve excellence through people and offers a collegiate, collaborative working environment – making it an especially exciting time to join the charity!

**Sands is an inclusive and diversity-friendly employer. We are committed to promoting equality, valuing diversity and working inclusively. We welcome and encourage applications from people of all backgrounds and do not discriminate on the basis of disability, race, colour, ethnicity, gender, religion, sexual orientation, age or any other category protected by law.**

## About the role

Sands is the leading stillbirth and neonatal death charity and exists to reduce the number of babies dying and to support anyone affected by the death of a baby, before, during or shortly after birth.

This is a high-profile and exciting new role which is responsible for ensuring the development and implementation of the Sands Across the UK project – a targeted change programme across England. Additionally, the post-holder will support existing volunteers and volunteering structures during the transition phase of the project, developing a strong understanding of their needs in order to contribute effectively to the change programme.

You will have excellent people management and leadership skills, with the ability to support and motivate others to engage with projects to ensure positive outcomes. Additionally, you will have proven ability in establishing high level, productive relationships with senior external stakeholders and organisations. A very high standard of verbal and written communication skills is therefore essential. Sands is committed to ensuring that diversity is central to all of our work, and you will need to ensure that the voice of bereaved parents is represented accordingly.

With experience of delivering, managing and evaluating national and regional change projects, you will be able to develop high quality resources which meet the needs of stakeholders including volunteering framework and advisory group documents.

Additionally, you will need to have experience of line management and have good time-management and organisational skills.

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## To apply:

Please submit your CV, together with a supporting statement that demonstrates how you meet the criteria in the person specification to [recruitment@sands.org.uk](mailto:recruitment@sands.org.uk). Please also complete the Diversity and Equality Monitoring Form and send this with your application.

**Closing date for applications : 23<sup>rd</sup> October 2022**

**Interviews: w/c 31<sup>st</sup> October 2022**

As we have limited staff resources, we are unable to provide candidates with feedback about their applications. **Interviews will be held online via Zoom.**

## Job Description

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<b>Job Title:</b>	<b>Volunteering Development Lead</b>
<b>Responsible to:</b>	Senior Volunteering Manager
<b>Location:</b>	Home-based
<b>Contract:</b>	Fixed Term Contract for 2 years
<b>Hours:</b>	28 hours per week
<b>Direct Reports:</b>	2
<b>Salary:</b>	£27,800 per annum (£34,750 FTE) plus £250 Homeworker Allowance per annum (£312 FTE)

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### Main purpose of the job:

- a. Alongside two other regional leads, ensure the development and implementation of the Sands Across the UK project – a targeted change programme across England
- b. Support existing volunteers and volunteering structures during the transition phase; develop a strong understanding of their needs in order to contribute effectively to the change programme
- c. Line-manage 2 Network Coordinators in the devolved nations

### Principal Tasks and Responsibilities

#### *Project development, management and delivery*

- Lead delivery of a change management programme to enhance and develop a strong and vibrant UK-wide Sands community, supporting existing volunteers and groups whilst driving change
- Devise and implement clear strategies and develop effective structures to enable change
- Ensure ongoing and effective engagement with bereaved parents, volunteers & supporters, Sands groups, and external stakeholders at an operational and strategic level
- Work effectively with all teams across Sands to ensure that volunteering is fully integrated and supported across the organisation, and contributes to the charity's core aims
- Building on existing volunteer materials and relevant resources, ensure that volunteering across all Sands' areas of work is supported appropriately and effectively.
- Bring diversity to the heart of Sands' engagement within the community, ensuring that high risk groups are represented and provided for in the new structures
- Ensure that individuals with a wide range of bereavement experiences are at the heart of Sands' volunteering
- Identify, report on, and address emerging themes as the change process develops

- Coordinate evaluation, review, and prompt reporting mechanisms within areas of accountability
- Engage and inspire existing Sands volunteers and recruit new volunteers, particularly from under-represented groups

### *Engagement*

- Ongoing support for and engagement with volunteers within their existing structures, including problem solving, mediation, answering queries, etc., thereby ensuring the change programme can be delivered to a satisfied and receptive audience
- Regular engagement with Sands staff teams, volunteers and bereaved parents, decision makers, and influencers to facilitate organisational and cultural change
- Work with staff teams and volunteer focus groups to plan, test, and implement new ways of working
- Deliver regional workshops and events to ensure enthusiasm and buy-in to new structures and governance
- Support Sands groups to understand, engage with and support new structures, fundraising priorities, decision-making, and other developments arising from the Sands Across the UK project

### *General*

- Some evening/weekend working is likely, along with travel across the region and UK
- Represent Sands to external audiences
- Work with the Communications Team to support the production of press releases and responses to media enquiries
- Undertake any other tasks and responsibilities as reasonably required by the Senior Volunteering Manager, Director of Volunteering & Bereavement Support, and the Chief Executive
- Liaise regularly with other Sands departments/teams and keep up to date with what they are doing, working flexibly across the organisation
- Promote Sands' vision and values

**This job description is not contractual and is liable to change over time**

## PERSON SPECIFICATION

Importance	Criteria
Essential	Experience of delivering, managing and evaluating national/regional change projects
Essential	Experience of successfully managing project events, including facilitation of stakeholder meetings and workshops
Essential	An outstanding, 'hands on', people person with a positive, warm style, who can support and motivate people and teams to engage with projects with positive outcomes.
Essential	Strong leadership experience
Essential	Ability to identify and manage the risk and issue processes, and a flair for problem-solving
Essential	Experience of effectively promoting diversity; commitment to ensuring diversity is central to Sands' work and that the bereaved parent voice is represented across all areas, including type of bereavement, younger parents, parents from higher risk groups
Essential	Commitment to work flexibly across the UK alongside the other Volunteering Development Leads and travel across a region/UK to engage with potential stakeholders as required
Essential	Proven ability in establishing and maintaining high level, productive relationships with senior external stakeholders and organisations working in a collaborative and inclusive way
Essential	Ability to develop high quality resources which remain responsive to the changing needs of internal and external stakeholders, e.g., volunteering framework documents, advisory group documents
Essential	Excellent verbal and written communication skills and experience of drafting well written guidance, reports, and resources
Essential	Line management experience
Essential	Experience in the use of a range of project management tools
Essential	Ability to represent Sands professionally
Essential	A demonstrable commitment to Sands' aims
Essential	A self-starter with good time management skills and the ability to manage external suppliers to deliver their commitments to time and required quality
Desirable	Commitment to keep up to date with relevant research and ability to use and communicate findings
Desirable	Knowledge and experience of this area of work and of the issues relating to baby loss