

## Impact Alliance - Head Delivery

### Job Description and Person Specification

<b>Responsible to:</b>	Age UK Bristol Chief Executive Officer
<b>Hours:</b>	Circa £45,000 per annum
<b>Working Pattern:</b>	Monday to Friday 9:00-17:00
<b>Location:</b>	West of England (Bristol, North Somerset, South Gloucestershire, and Bath & North East Somerset
<b>Term:</b>	Fixed Term Contract (3 years), with potential for extension, hosted and employed by Age UK Bristol acting on behalf of the Impact Alliance (which is a collective of organisations, not a legal entity)
<b>Base:</b>	Hybrid model with a blend of remote working, hot desking with Age UK Bristol and Impact Alliance members, and regular community engagement in our local areas.

### Introduction

The West of England **Impact Alliance** is a vibrant coalition of over 50 charities, councils, funders, universities and more, united by a shared drive to tackle key systemic challenges within our community. Initially, the Alliance has come together to address the complex issue of loneliness and its detrimental effects on health, well-being, and social cohesion.

The Impact Alliance is a collective of organisations and not a legal entity. This role is formally employed and hosted by Age UK Bristol, acting on behalf of the Alliance.

Born from the simple belief that “Together, we can do more,” we’ve grown into a powerful movement across the West of England. Our work reimagines funding models and supports changemakers to build stronger, more connected communities, where everyone feels seen, heard, and valued.

Join us in our current mission to build a future where connection is the norm and to **make loneliness a stranger**. This is bigger than us, and we need you to help make a lasting difference.

The position will be employed by Age UK Bristol for the full duration of the contract.

### About Age UK Bristol

Age UK Bristol want to change the way we age for the better. We aim to keep people aged 55+ well and active, encouraging Bristol to be an Age Friendly city. We do this through providing practical help and supporting people’s emotional and physical wellbeing in a range of ways depending on their needs. In addition, we want to prevent people from needing our help wherever possible. We do this in our strategic work, where we aim to create the conditions for older adults to remain healthy and independent.

## Role Overview

As our Head of Delivery, you'll play a pivotal role in co-ordinating the Alliance's work across the West of England. This is a role for someone who thrives on action, has a strong track record in programme delivery, and is passionate about community engagement.

You'll be the glue that connects strategy to action, ensuring our initiatives are impactful, inclusive, and grounded in the real needs of our communities.

We actively welcome applications from people of all backgrounds, especially those with lived experience of disability, the justice system, in mid-life (aged 50 to 65) or from Black and minoritised communities.

## Key responsibilities

- **Leadership and collaboration:** Work closely with leadership and workstream teams to shape and refine our strategies and operations through regular, outcome-focused meetings.
- **Strategic problem solving:** Spot challenges and opportunities early on and work collaboratively across sectors to find creative, practical solutions that unlock progress.
- **Relationship building and management:** Identify and engage with potential new partners for the Alliance while developing and maintaining existing positive relationships.
- **Community engagement and support:** Spend meaningful time each week with our partners and local projects – listening, learning, and helping to drive forward grassroots initiatives.
- **Communication and storytelling:** Turn local successes into powerful stories that inspire action and amplify impact.
- **Evidence-informed:** Learn from previous research, 'test and learn' projects and current good practice, enabling this to be shared across the Alliance.

## What we're looking for

- **Entrepreneurial spirit:** You are innovative, bring enthusiasm, creativity, and a track record of scaling projects that make a difference.
- **Community builder:** You understand asset-based community development and know how to turn local strengths into lasting change.
- **Inclusive leader:** You lead with humility, empower diverse teams and create spaces that value varied experiences and perspectives.
- **Strategic communicator:** You translate complex information into clear, actionable insights, and focus on what matters—impact over process.

## We particularly welcome

- People who bring diverse perspectives.
- Individuals driven to create sustainable, community-led change.

## General Information

### Equality and Diversity

Age UK Bristol is committed to valuing diversity, tackling inequalities and promoting equality of opportunity. All staff have a personal responsibility to uphold this commitment and contribute towards an inclusive and supportive environment by

- Ensuring their behaviour is not discriminatory, and does not cause offence,
- Challenging the inappropriate behaviour of others, and
- Adhering to AUKB's values and its equality and diversity policy.

### GDPR

All staff are responsible for helping the organisation meet its data protection obligations to staff, volunteers and clients. Personal data of other individuals, and our clients should be treated in accordance with the AUKB Data Protection Policy and Privacy Policy.

AUKB will treat personal data relating to employees in accordance with its HR Data Protection. Information about how an employee's data is used and the basis for processing his or her data will be provided in the organisation's Employee Privacy Notice.

### Health and Safety

Under the provisions contained in the Health and Safety at Work Act 1974, it is the duty of every employee to:

1. Take reasonable care of themselves and for others at work
2. To co-operate with AUKB as far as is necessary to enable them to carry out their legal duty
3. Not to intentionally or recklessly interfere with anything provided including personal protective equipment for Health and Safety or welfare at work.

*The Chief Executive and Senior Management Team* have overall responsibility for providing and maintaining safe and healthy working conditions, equipment and systems of work for all employees, tenants, visitors, students and volunteers and to provide such information, training and supervision, as they need for this purpose.

*The Chief Executive and Senior Management Team* are also responsible the health and safety of other people who may be affected by AUKB activities.

It is the responsibility of the *Office Manager* to act as Health & Safety Officer.

*Individual managers* will be responsible for health and safety within their area of responsibility in respect of both the workforce and the premises.

### Safeguarding

Age UK Bristol is committed to ensuring that all people who use its services and those who come into contact with staff providing support and care (including any children) are, as far as possible, enabled to experience lives which are free and safeguarded from abuse or exploitation. All staff have a duty of care to safeguard Children and Vulnerable Adults and to act on any concerns to ensure that each situation is appropriately assessed and investigated