



Applicant Pack - Business Development Manager



Too many people spend their last days alone, with no friends or family at their side.

We believe everyone should receive the compassion and companionship they wish for when facing the end of their life.

THE NEED

Annual deaths in the UK: Approaching 700,000.

NHS vacancies are at an all-time high. Staff are overstretched, and increasing demand on services frequently results in inadequate care for patients in the last days of their life, and poor support for their family members.



ABOUT US



Anne Robson died just hours after being discharged from a week's stay in hospital which she spent alone, unable to see her family.

Her daughter Liz Pryor began working with the NHS to improve provision for patients at the end of life. She soon discovered that a small team of volunteer visitors could make a big difference to patients and their families.

In 2018 Liz set up The Anne Robson Trust to provide emotional support for people nearing the end of their life, and those caring for them.

"Thanks for being there for my grandpa as he passed away. It means the world to me that he had the comfort of someone by his side." - Izzy

**IN
2023**



Given **5,067 hours** of kindness,
listening, reading and hand-holding



Enabled support for **7,299 people**

HEALTHCARE ORGANISATIONS

We work with healthcare organisations (including hospitals, community teams and hospices) to help them set up teams of volunteers to provide companionship to people who are dying. The volunteers are a quiet presence, they might hold the person's hand, or read to them in the final days and hours of their life.

We have helped numerous organisations to set up a visiting team, where volunteers have made over 20,000 visits to dying patients & their visitors. More and more healthcare organisations are asking for our help to set up a team of specialist volunteers.



"I cannot thank you enough for your visits. I am so pleased my wife has more than just me with her for only a short time each day. I know it will happen sometime soon. Keep up the excellent work."

– Peter, whose wife Christine received visits from volunteers in her last days

EMPOWERING PEOPLE



We deliver training, workshops and resources designed to provide valuable insights and practical tools for anyone seeking to improve their understanding of death and dying, and better equip themselves to have important conversations.

"We include the Anne Robson Trust's work in our induction for new staff. A health professional recently stated the immeasurable value of their fantastic work."

– Awareness & Peer Support Manager, at Devon Carers

A hand to hold. A listening ear. The presence of another person - These simple things become invaluable in the final days and hours of life.

Please join us to help provide companionship to more people in their final days, and support those close to them as they prepare to lose someone they love.

annerobsontrust.org.uk
info@annerobsontrust.org.uk

[CONTACT US](#)



Find us on social media



Call us on

01438 873257

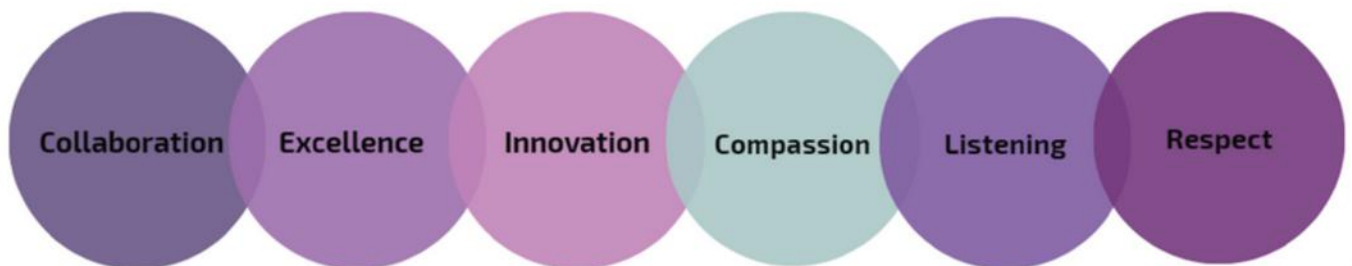
BENEFITS



- Part of a small, friendly team with similar aims and ambitions.
- Hybrid working – 3 core days in the office.
- 25 Days Annual Leave + all bank holidays and additional paid leave when we close over Christmas.
- Happy Birthday! A day's paid leave to make sure you look after you on your special day.
- Enjoy a 20% discount at Rise Gym right next door to our office.
- Employee Assistance Programme
- A personal development budget to upskill and move towards your career goals.
- An opportunity to develop your skills and knowledge and help to influence the growth of the charity.

Joining the Anne Robson Trust means

- Working in a friendly and approachable team with similar aims and ambitions.
- Being part of a supportive and inclusive team who are ambitious, innovative, autonomous and flexible.
- Becoming a valued member of the organisation to make a difference.
- Providing you with an opportunity to develop your skills and knowledge, and help to influence growth of the organisation.
- To support and help deliver our vision and mission.
- To demonstrate a commitment to living our core values:



BUSINESS DEVELOPMENT MANAGER

Salary: £35-£40K

Hours: 9am-5pm Monday - Friday

Accountable to: Director of Operations

Location: Stevenage, Hertfordshire (hybrid working - 3 office days)

Pension: Yes

Contract: Permanent, Full Time

Travel: Some may be required

DBS: May be required

The Role

At the Anne Robson Trust we believe that 'no one deserves to die alone'. Everyone should have support to prepare for the end of life, and the comfort and companionship of another person before they die.

As Business Development Manager you would:

- Research and develop our training and workshop packages.
- Create a strategy for the marketing and delivery of our training and workshops.
- Recruit, onboard, train and manage freelance trainers.
- Manage bookings, performance and outcomes of freelance trainer delivered sessions.
- Oversee the marketing and sales of workshops across the country to achieve agreed income generation targets.
- Work alongside our Director of Operations to manage the financial aspects of the role.
- Work alongside our Fundraising team to explore corporate opportunities and partnerships.
- Explore and deliver new initiatives and collaborative opportunities.

The Charity

Having been set up in 2018 by our founder and CEO Liz Pryor, the charity has the feel and excitement of a "start-up". We are growing rapidly and our team members have ownership of their roles and a significant say in the strategic decisions we make. Our trajectory means there is the opportunity for everyone's roles and responsibilities to grow with the charity. We are proud of the culture we have created and are looking for enthusiastic, positive and innovative people to join our team.

Mandatory responsibilities of the role

- To undertake any other duties commensurate with the purpose and remit of the post.
- To ensure that you manage and develop your own performance.
- To work within the Anne Robson Trust's policies and procedures.
- To contribute to any project work as required.

This job description is not exhaustive. It merely acts as a guide and may be amended to meet the changing requirements of the charity at any time after discussion with the post holder.



Everyone's welcome

We celebrate different ideas, perspectives, and backgrounds here at the Anne Robson Trust. As an equal opportunities' employer, we believe in the power of an inclusive and representative team. We welcome applications regardless of race, religion or belief, sex, gender identity, sexual orientation, age, political affiliation, family, or parental status.

How to apply

To apply, send us your CV, and a short introductory email to info@annerobsontrust.org.uk letting us know why you feel you would be suited to the role and what it is about the charity that interests you.

Please note we are conducting interviews on an on-going basis as we receive applications from suitable candidates.

More information can be found in our Applicant Pack

PERSON SPECIFICATION



EDUCATION	ESSENTIAL	DESIRABLE
Educated to graduate level or equivalent or relevant demonstrable industry experience	✓	
Willingness to undertake training and continuing professional development	✓	

EXPERIENCE	ESSENTIAL	DESIRABLE
Experience of developing training packages	✓	
Experience of researching, developing, and delivering new initiatives	✓	
Experience of working collaboratively within a team	✓	
Experience of liaising with varied stakeholders	✓	
Experience of delivering training / workshop sessions in person and virtually	✓	
Experience of pitching and promoting products or services	✓	
Experience of recruitment, onboarding and management of freelance staff		✓
An understanding of delivering training around death and dying		✓
Experience of using technology and IT systems		✓
Demonstrable experience of managing budgets		✓

PERSON SPECIFICATION



SKILLS AND ABILITIES	ESSENTIAL	DESIRABLE
Ability to communicate effectively face to face, in writing, by email and on the telephone	✓	
Ability to organise and prioritise own workload	✓	
Excellent attention to detail	✓	
Team player with ability and initiative to work unsupervised	✓	
Solution-focussed approach to challenges	✓	
An entrepreneurial mindset	✓	

