

DEPUTY CHIEF EXECUTIVE OFFICER

RECRUITMENT PACK

“This is an exciting opportunity to join developmentplus at an important crossroads for the Charity as we embark on our social enterprise journey”

Lynsey Collinson (CEO)

“Our aim is to build a future where every person thrives, and no one just survives”



www.developmentplus.org.uk



Supportive | Inclusive | Approachable | Committed | Empathic
developmentplus | Queens Park Community Hub, South Park, Lincoln LN5 8EW | E enquiries@developmentplus.org.uk

Developmentplus | A Company Limited by Guarantee
Registered in England No. 03275199 | Registered Charity No. 1064566

ABOUT US

Developmentplus is a charity based in Lincoln with 28 years' experience of working alongside disadvantaged and vulnerable people within Lincolnshire. We work alongside people in their community, facilitating their involvement in decisions that affect their lives, supporting them to identify and develop initiatives that they feel will help improve their quality of life. Our aim is to build a future where every person thrives, and no one just survives.

Our core delivery is based around two forms of activity:

- coaching and mentoring programmes and advocacy support working with beneficiaries from a broad background including individuals with poor mental health, ex-offenders, individuals furthest from the employment market and rough sleepers.
- Creative, peer led, group sessions that provide an additional space for support, friendship, and creativity.

Supporting over 500 beneficiaries a year, our four main projects include:

- Step in the Right Direction - a one-to-one coaching/mentoring programme
- Bridging the Gap - a reducing reoffending project
- Better Together - a collaborative project with two other charities in Lincoln offering a programme of mentoring and coaching, therapeutic garden-based activities, volunteering and training/work experience and support into employment.
- Project Compass - our homelessness advocacy support project.

PURPOSE STATEMENT

We support people experiencing disadvantage in Lincolnshire to:

- Build their trust and confidence – by providing a safe space where we listen/value what they have to say.
- Develop their capacity and skills – by building on their strengths/aspirations and providing training to improve their economic prospects.
- Improve their health and wellbeing – by providing a range of services to support mental health.
- Engage and benefit from additional support – by encouraging service participants to speak out and advocating for them as they seek specialist support about issues affecting their lives.

Deputy Chief Executive Officer

Location: Lincoln, Lincolnshire (Hybrid working available)

Salary: £40K per annum

Contract Type: Full Time - Fixed Term (Initially for 1 year)

Report to: CEO

Role Purpose

The Deputy CEO will play a critical leadership role in supporting the Chief Executive Officer in delivering the charity's mission, strategy, and operational effectiveness. This role will provide strategic oversight, drive organisational performance, and ensure the charity maintains high standards of governance, impact, and sustainability.

Key Responsibilities

Strategic Leadership

- Support the CEO in developing and implementing the charity's strategic plan and Social Enterprise sustainability plan.
- Lead cross-organisational initiatives and change programmes.
- Represent the charity externally with funders, partners, and stakeholders.
- Deputise for the CEO in their absence, including attending board meetings and public engagements.

Operational Oversight

- Oversee day-to-day operations, ensuring alignment with strategic goals.
- Lead on performance management, service delivery, and quality assurance.
- Collaborate with department heads to ensure effective planning and resource allocation.

People & Culture

- Champion a positive and inclusive organisational culture.
- Support HR functions including recruitment, staff development, and wellbeing.
- Lead on internal communications and staff engagement.

Income & Impact

- Contribute to fundraising strategy and income generation planning.
- Support financial planning and budget oversight in collaboration with the Finance Manager.
- Monitor and report on impact, outcomes, and performance metrics.

Person Specification

Essential

- Proven experience in senior leadership within the charity or non-profit sector.
- Experience of the management of public/charitable trust funded services ideally with a bidding / grant application background.
- Strong strategic thinking and operational management skills.
- Excellent communication and stakeholder engagement abilities.
- An appreciation of the needs of developmentplus service users
- Understanding of charity governance, compliance, and financial oversight.

Desirable

- Experience working with Boards and senior leadership teams.
- Knowledge of funding landscapes and income generation strategies.
- Familiarity with impact measurement and reporting frameworks.

Benefits

- Employer pension contribution (up to 5%)
- 26 days annual leave + bank holidays
- Flexible working arrangements
- Professional development support

To Apply

Send a completed application form and CV to
enquiries@developmentplus.org.uk

Closing date: Friday 9 January 2026

Interview date: Thursday 29 January 2026

