

# Funding Manager (Healthcare)

## Job Pack

► January 2025

for healthy East London lives

A decorative graphic consisting of three overlapping, stylized arrow shapes pointing to the right, in shades of teal, purple, and blue.

## Welcome

Thank you for your interest in joining Barts Charity.

We are a charity with its roots in East London, dedicated to supporting improvements to healthcare and transformative research for local health benefit in East London, and beyond. Barts Charity funding is focussed on East London, one of the most diverse and fastest-growing areas of the UK. Our funding programme reflects this breadth and diversity, and its impact reaches far beyond our local area. We fund a wide range of activities, from medical research and healthcare innovation to activities that improve NHS staff wellbeing and patient experience. We support early ideas and their development as well as transformational multi-million-pound research and healthcare programmes. We work across a broad range of health conditions and research challenges and are committed to addressing health inequalities.

You'll be joining us at an exciting time at the mid-point of our ambitious five-year organisational strategy (2022-2027), which aims to continue our £30 million per year funding programme. We are proud of our diverse and impactful funding programme – past, current and future - and we want your expertise in supporting the delivery of innovations and improvements to healthcare.



**We're looking for someone to join us with experience supporting the delivery of innovations and improvements to healthcare, who is motivated by the potential to improve health and is passionate about ensuring that charitable funds support deliverable and impactful healthcare projects and initiatives. Have a look at the role description in this pack. If you think you are a great fit and have a passion for healthcare, we would love to hear from you.**

**Victoria King**

Director of Funding & Impact



# About us

Barts Charity



## About Barts Charity

### For healthy East London lives

As East London's oldest healthcare charity, we've been at the forefront of advancing healthcare in our community for hundreds of years. The hospitals we support strive to provide excellent care to their patients, through the highs and lows. Yet too many people's lives in East London are affected by ill health.

As the dedicated charity for Barts Health NHS Trust, we support St Bartholomew's, Whipps Cross, Newham, The Royal London, and Mile End hospitals. We're also partnered with the Faculty of Medicine and Dentistry at Queen Mary University of London and the School of Health Sciences & Psychological Sciences at City, St George's, where we fund world-leading medical research.

Together with our partners and supporters we make better healthcare possible. We invest in inspiring people and projects that have the greatest impact on the health and lives of local people. And as our local community is one of the most diverse places to call home, what makes a difference in East London has the potential to touch lives across the world.

For more information about Barts Charity, please visit our [website](#).

## We are committed to Professional development

At Barts Charity, we prioritise continuous learning and professional growth, ensuring our staff have access to both group and individual development opportunities so that staff make the best contribution they can, enjoy good job satisfaction and progress their careers.

Regular training sessions cover a range of hard and soft skills, including Unconscious Bias, Feedback, Assertiveness, and EDI Awareness. We also offer tailored programmes like a New Manager Bootcamp and Fundraising Skills training.

## Employee wellbeing

We support wellbeing through a culture that encourages open conversations about wellbeing and mental health, internal support for both staff and their managers, and access to external support via our Employee Assistance Programme.

All new starters will be assigned a buddy who will support them during their induction.

## EDI and Inclusive Recruitment

We want everyone connected with Barts Charity to feel valued and respected. We will create and sustain a truly inclusive culture where everyone feels they can contribute. We know that this will take action and we must keep working at it. Find out more about our [Commitment to Equity, Diversity, and Inclusion](#).

In 2024 we conducted an Inclusive Recruitment Audit and delivered Inclusive Recruitment training for Hiring Managers to ensure our process is inclusive. We will continue to build on this into 2025.

We welcome applications from candidates of all backgrounds. As a Disability Confident Committed employer, we actively recruit, retain, and support individuals with disabilities and long-term health conditions, and make adjustments to ensure equal opportunities during recruitment and beyond.





# About the role

Funding Manager (Healthcare)



# Role overview

<b>Job title</b>	Funding Manager (Healthcare)
<b>Salary</b>	£45,000, depending on experience
<b>Contract</b>	Fixed Term 12 Months
<b>Location</b>	Ground Floor, 12 Cock Lane, London EC1A 9BU - Fully accessible office.
<b>Hybrid Working</b>	Hybrid working, 2 days mandatory in the office (Tuesdays and Wednesdays) and other days remote.
<b>Flexible Working</b>	Core hours + Flexible working options
<b>Department</b>	Funding & Impact
<b>Reports to</b>	Head of Healthcare Funding
<b>Annual leave</b>	27 days plus bank holidays
<b>Pension</b>	8% employer's contribution
<b>Benefits</b>	Subject to completion of 4-month probation: <ul style="list-style-type: none"><li>• Interest free travel season ticket loan</li><li>• Private healthcare insurance (taxable benefit in kind)</li><li>• Employee Assistance Programme</li><li>• Social events within office hours</li></ul>



## Hiring Manager

**Ali Momin, Head of Healthcare Funding**

Ali has over 10 years of experience working for NHS Charities and Medical Research Charities within grants and funding management.



## What does the role involve?

### Overview

This is an exciting time to be joining us as we're in the middle of our 2022-2027 Strategy, which included several new activity areas and the launch of new funding schemes. We are committed to investing over £150 million in new projects over the period in key areas of research and healthcare. We've already made a great start – in two years, we have awarded over £70m to support improvements to healthcare and transformative research for local health benefit in East London.

### Job purpose

The Funding Manager (Healthcare) role will be key in making sure we fund impactful healthcare projects. This includes facilitating the assessment and funding of new grants, managing a proportion of our current healthcare funding portfolio, and contributing to monitoring progress of a range of healthcare projects. You will work closely and build relationships with the healthcare professionals and researchers at Barts Health NHS Trust and the Faculty of Medicine and Dentistry at Queen Mary University of London.



## What does the role involve?

### Key role deliverables

- Manage and deliver the grant application process across the breadth of our healthcare grants, including assessing and carrying out due diligence against scheme criteria.
- Lead on the running and delivery of a subset of funding schemes, with Head of Healthcare Funding oversight.
- Ensure suitable information is available for advisory and decision-making meetings associated with healthcare-related grants including the preparation of committee papers.
- Be responsible for ensuring high-quality advice is sought on healthcare funding requests, e.g. through formal partner groups, external peer-review, expert opinion, Barts Charity Everyday Impact Advisory Panel.
- Assess and facilitate progress of awarded Grants through contact with Grant holders, partner stakeholders and through Barts Charity's monitoring and impact process.
- Work closely with the Director of Funding & Impact and Head of Healthcare Funding to support our strategy delivery, and underlying delivery plans, in the area of Healthcare Funding.
- Represent the Charity at external meetings, promote the Charity's funding schemes, opportunities and strategy within Barts Health and network with external stakeholders and other external organisations to help deliver Barts Charity's goals.



## Who we're looking for

### Key experience (essential)

- You will have a degree in a STEM/public health/healthcare related subject or equivalent experience
- You will have experience of supporting the development of successful projects, ideally within a NHS/healthcare setting or Higher Educational Institute (HEI).
- You will have experience of grants administration/management/operations in a healthcare, academic, funding agency or charity setting.

### Key skills (essential)

- You will have excellent communication and interpersonal skills alongside the ability to build strong relationships with health professionals and healthcare delivery staff.
- You will have strong organisational, planning and time management skills.
- You will have high level of attention to detail and be able to undertake critical analysis of potential funding proposals.
- You will be able to problem solve, sometimes in a challenging and fast paced environment.





# How to apply



## The application process

Please send your CV and a supporting statement (of no more than 2 A4 sides), highlighting how you meet the key skills and experience required for the role as outlined in the Job Pack.

Please send these to: Lizzy Clark - [lizzy.clark@harrishill.co.uk](mailto:lizzy.clark@harrishill.co.uk)

- **Deadline for applications: 5pm Friday 31 January**
- **First competency-based panel interview (virtual): W/C 3 February**
- **Second panel interview (in person): W/C 10 February**

If you would like to discuss this role before applying, or if you need any adjustments, please contact Lizzy Clark ([lizzy.clark@harrishill.co.uk](mailto:lizzy.clark@harrishill.co.uk) & 0207 820 7333)

We are a friendly, diverse, and inclusive team and are committed to having employees that represent all communities. We welcome applications from people from all identities and backgrounds and we particularly want to encourage people from under-represented groups to apply to work with us.



Barts Charity is a **Disability Confident Committed** employer.

We will offer an interview to a fair and proportionate number of disabled applicants that meet the minimum criteria for the job. If you wish to apply under the Disability Confident campaign, please clearly note this in your application email.





# Thank you

[bartscharity.org.uk](https://bartscharity.org.uk)



Registered charity no. 212563

 **for healthy East London lives**

