

## Social Entrepreneurs Ireland: Programmes Manager | SOAR

Social Entrepreneurs Ireland (SEI) is a not-for-profit organisation that supports social entrepreneurs with innovative ideas to tackle Ireland's social problems. We walk the path with a social entrepreneur from the moment they have an idea through to when they solve the problem at scale. Our programmes are anchored to our three strategic pillars – STEP, LEAP, SOAR.

- ❖ **STEP:** We know that the first step of the journey is often the hardest to take. We support social entrepreneurs from idea stage through to pilot stage and beyond.
- ❖ **LEAP:** When a social entrepreneur has taken the first steps, the following stage often requires a leap of faith. We support social entrepreneurs as they navigate this risky part of the journey.
- ❖ **SOAR:** For social entrepreneurs who have developed a scalable model, we help them to develop themselves and their organisations to deliver impact at scale through bespoke financial and non-financial supports.

Since our foundation in 2004, SEI has supported more than 375 social entrepreneurs across the country.

### Purpose of the role:

The primary purpose of this role is the management of Social Entrepreneurs Ireland's SOAR pillar, with the ultimate goal of enabling social entrepreneurs to make a significant and sustainable impact on society. The SOAR pillar is currently made up of one core initiative - Scale Partnerships.

You will be responsible for the design and delivery of in-depth, tailored support to SEI's highest performing social entrepreneur-led organisations. Through this support, you will enable them to scale their impact and make a transformative and sustainable impact on society. You will play a key role in selecting the social entrepreneurs to participate in our programmes; keeping up to speed with sectoral best practices, building relationships with key individuals, along with other cross team responsibilities as detailed below.

### Key elements of the role:

#### **Selecting Social Entrepreneurs - *Participate in the selection process and provide key supports to Social Entrepreneurs on their journey.***

- Be a key decision maker in identifying the social entrepreneurs we support on the SOAR programmes and provide support for the selection of social entrepreneurs for earlier stage programmes.

#### **Programme management - *Lead the planning, design, delivery, monitoring, evaluation and continuous development of SEI's Soar programmes.***

You will provide support to social entrepreneurs to facilitate the scaling of their social impact through bespoke needs analysis, capacity assessment, strategic business model development, direct mentorship, training coordination, and connection facilitation.

In consultation with relevant team members, in particular the STEP and LEAP programme managers you will support the development of earlier stage programmes to ensure continuity in approach across all three pillars.

Your responsibilities will include:

- Design, implement, evaluate and continuously develop SOAR programmes.
- Plan, coordinate and lead meetings and project teams for the delivery of SOAR programmes.
- Develop strong relationships with social entrepreneurs and consultants
- Be the key point of contact for social entrepreneurs on SOAR programmes.
- Attend, oversee, and co-facilitate events as lead SEI representative for the SOAR programmes.
- Collect and report on key data for SOAR programmes for reporting needs e.g. funders, booklets, annual reports, impact measurement.
- Update key internal systems regularly as part of the monitoring and evaluation of the SOAR programme.
- Explore key fundraising and finance options with regards to the co-funding element of the scale partnerships programme.
- Provide support to the Development team with SOAR programme funders in terms of developing proposals, non-financial support and engagement, relationship support and reporting.
- Support the design and delivery of STEP and LEAP programmes to align with SOAR programmes. Liaise closely with Programmes Manager | Step and Programmes Manager | LEAP to ensure continuity of support.
- Keep up to speed with sectoral best practice and other scaling support programmes as a means to develop the SOAR programmes.

### **Other Duties**

- You will play a key role in supporting the Impact team to achieve its annual strategic objectives.
- Apply smart work practices and frameworks for managing objectives & goals (OKRs) , assist with the on/off boarding of team members.
- Contribute to cross organisational and special projects as required e.g. SEI Gathering, Impact Measurement.
- From time to time, you may be asked to undertake other duties and projects in line with your role.

### Role profile:

- Strong interest in social entrepreneurship and commitment to SEI's vision and mission.
- In-depth knowledge of the (social) entrepreneur journey, with expertise in their needs, key obstacles, and success factors, lived experience preferable.
- 5 years' experience in consulting, coaching or mentoring social entrepreneurs and/or businesses.
- 5 years' experience & knowledge of fundraising streams, funding runways, models and financing options
- Excellent relationship management skills with a diverse group of stakeholders
- Experienced project manager with a track record in developing and managing multiple projects simultaneously, prioritising effectively for timely delivery.
- Excellent communication both verbal and written, facilitation and interpersonal skills to diverse audiences with the ability to be persuasive.
- Team player who collaborates, shares ideas, is innovative and resourceful.
- Proactive self-starter with a high degree of enthusiasm, reliability, and adaptability.
- Commitment to ongoing professional development
- Excellent IT skills including Microsoft product suite and Salesforce CRM.

### Other key information:

**Location:** SEI's office is in Warrington Place.

**Reporting to:** Director of Impact

**Salary Range:** €45,000 to €55,000 per annum for fulltime role.

4-day week (with pro rata salary) may be considered.

**Benefits:** 25 days annual leave. SEI operates a PRSA scheme with employer's contribution and life assurance policy.

**Start date:** As soon as possible

**To apply:** Email [jointheteam@socialentrepreneurs.ie](mailto:jointheteam@socialentrepreneurs.ie) with your CV and cover letter. Applications close Monday, 31<sup>st</sup> May 2021.

**Social Entrepreneurs Ireland** is an equal opportunities employer. We believe that diversity is a strength in the workplace. We therefore welcome applications from suitably-qualified candidates, irrespective of gender, disability, marital or parental status, racial, ethnic or social origin, colour, belief, religion or sexual orientation.