

Website Development Manager

Full-time 4-6 months contract. Secondments will be considered.

Hours:	35 hours per week
Reports to:	Head of External Affairs
Salary:	Circa £40,000
Location:	Home Working Arrangements will be in place while Scottish Government restrictions remain in place. Office accommodation in central Edinburgh will be available from September (tbc). Flexible working arrangements will be considered.
Application Deadline:	Monday 9 th August – 1700h
Interview Date:	Wednesday 18 th August

Job Context

In October 2016, after meeting with and listening to children and young people in care, Scotland's First Minister announced, "an independent, root and branch review of the care system" to look at "the underpinning legislation, practices, culture and ethos".

The Independent Care Review's (Care Review) aim was to identify and deliver lasting change in Scotland's 'care system', leaving a legacy that will transform the wellbeing of infants, children and young people.

It began its work in February 2017 and concluded on 5 February 2020 with the publication of [seven reports](#). On the same day, in the Scottish Parliament, the First Minister [pledged to #KeepThePromise](#) a commitment that got the support of all political parties. Over 5,500 children and adults engaged with the Care Review and organisations, institutions, bodies, communities and groups all across Scotland also pledged to #KeepThePromise.

Between February 2020 and March 2021, due to COVID-19 restrictions, a small Promise Team was incubated within Scottish Government. During this time, its achievements included:

- Detailed and robust engagement with a wide range of organisations and others on the actions, identified in the Care Review, that are necessary for change and to deliver transformation of Scotland's 'care system'. This has also included detailed analysis of the responses from over 100 organisations on the work they are taking forward to #KeepThePromise.
- Appointed a 20 strong Oversight Board and met the commitment to ensure 50% representation on the Board of people with lived experience of Scotland's system of care.
- Produced [Plan 21-24](#) in March 2021.

On 1 April 2021, The Promise Scotland was established as a legal entity and operates independently of Scottish Government.

Following significant engagement with every children's services partnership and key national agencies, The Promise Scotland published [Change Programme ONE](#) on June 25 2021. This included 25 actions required to be delivered by March 2024 for **Plan 21-24** to be fully implemented and the goal of the promise being kept by 2030, and The Promise Scotland becoming obsolete. It also includes the support offers, which The Promise Scotland will lead to achieve the changes required.

Job Purpose - Website Development Manager

The Promise Scotland is looking for an individual with experience of project managing website redevelopment. You should have experience of translating an organisation's vision for their website, and communicating it to web developers, graphic designers, copywriters and other contractors. You will manage the entire life of the project, from conception to live online delivery.

Reporting to the Head of External Affairs, you will gather input from The Promise Scotland team, users and anticipated users of the website to assess expectations and objectives that the website must fulfil. You will create an initial concept and, working with the External Affairs Team, project manage from concept to live delivery, while reporting in regularly on progress.

Job Responsibilities and Duties:

- Consult with The Promise Scotland team and all potential website users, including children, young people and families, to create a website concept that fulfils identified objectives, whilst also future-proofing for upcoming projects.
- Follow the scope of an online project that goes from developing the initial concept, liaising with external contractors, setting deadlines and milestones through to the delivery of the website.

- Lead the design process of a website by working with a team that may include (but is not limited to) graphic designers, writers and web developers.
- Work to find and solve any problems with the function of a web project by implementing testing processes and working with technical staff in order to address any issues.
- Aim to meet all project goals within the specified budget and timescale.
- Generate periodic project status reports, detailing data, tasks and processes.
- Future-proof the website for anticipated developments that the website will need to support in the near future.
- User testing of the final website with users including organisations and children and families, especially children and families with care experience.

Essential Criteria

- Experience of managing projects in a creative setting.
- Experience of redeveloping websites and knowledge about development and design of websites.
- Experience of communicating and consulting with a range of partners, including internal team members, website users and external contractors.
- Ability to manage many different jobs and meet deadlines consistently.
- Able to connect with and actively listen to a wide range of people with empathy and warmth.
- Excellent verbal and written communication skills.
- Lived experience of care and/or deep, demonstrable understanding of the principles established by the Care Review.

Working Conditions

Pending the move to a newly established office in central Edinburgh, The Promise Scotland will operate flexible working arrangements seeking to meet the needs of its individual team members while also able to fulfil the activities set out in Plan 21-24, within a positive and supportive team culture and environment.

Candidates with lived experience of care or candidates with a disability who meet the essential criteria outlined will be invited to interview.

Application

If you would like an application form, or to speak to a member of the team about this post, please email jobs@thepromise.scot.