**Head of Business Development and Impact**

**Job description**

**About Advice Direct Scotland**

Advice Direct Scotland is Scotland’s national advice agency, delivering free, impartial, and practical support on consumer, debt, energy, and a range of other issues. We empower individuals and communities across Scotland through accessible digital and telephone services, working in partnership with government, third sector, and private organisations.

We are entering an exciting period of growth and innovation. To support this, we are seeking a dynamic, strategic, and values-driven individual to lead our Business Development and Impact functions.

**Role Purpose**

The Head of Business Development and Impact will play a pivotal role in driving the strategic growth of Advice Direct Scotland. They will identify and secure new opportunities for funding, partnerships, and service delivery.

In addition embedding impact measurement with our data, reporting across the organisation and to the wider sector.

This senior role requires a strategic thinker with a proven track record in business development, income generation, and social impact leadership within the charity or public sector.

**Key Responsibilities**

**Business Development**

* Lead on the development and delivery of ADS’s Business Development Strategy, aligned with organisational priorities.
* Identify and pursue funding opportunities from public sector contracts, grant funding, philanthropic sources, and commercial partnerships.
* Develop and maintain strong relationships with key stakeholders, including Scottish Government, local authorities, third sector partners, and private sector organisations.
* Oversee the preparation of high-quality funding bids, proposals, and tenders.
* Monitor market trends and policy developments to position ADS as a partner of choice.

**Impact & Strategy**

* Develop and implement a robust framework for measuring and reporting ADS’s social, economic, and environmental impact.
* Work with senior leaders to integrate impact measurement into service design and delivery.
* Produce clear and compelling reports on ADS’s impact for funders, stakeholders, and public audiences.
* Advise on strategic opportunities to extend ADS’s reach and influence.

**Leadership & Management**

* Lead and develop a small team (Business Development and Impact functions), fostering a culture of innovation and collaboration.
* Contribute to organisational planning and decision-making as part of the Senior Leadership Team.
* Represent ADS at external meetings, events, and networks at national level.

**Person Specification**

**Essential**

* Significant senior-level experience in business development, fundraising, or income generation within the charity, public, or social enterprise sector.
* Proven ability to secure and manage significant funding streams (public sector contracts, grants, partnerships).
* Strong understanding of social impact frameworks and reporting methodologies.
* Excellent relationship-building and networking skills, with a track record of influencing senior stakeholders.
* Strategic thinker with strong analytical and problem-solving skills.
* Inspirational leadership style with experience of managing teams and developing high-performing staff.
* Excellent written and verbal communication skills.

**Desirable**

* Knowledge of Scottish public policy landscape and third sector funding environment.
* Experience of working in a digital-first advice or service delivery organisation.
* Understanding of ISO standards (e.g. ISO 27001) and their relevance to service development and impact reporting.

**What We Offer**

* The opportunity to shape and lead a key strategic function in a nationally significant charity.
* A 4 day week
* Generous holiday allowance and pension scheme.

**Job Type:** Full-time, Permanent

**Pay**: £50,880.00-£54,696.00 per year

**Benefits:**

* Company pension

**Schedule:**

* Day shift
* Monday to Friday

**Work Location**: In person

**Reference ID**: BD2025