

Role Title: Leadership & Management Development Specialist (12m FTC)
Salary: P05
Location: Sir Henry Mitchell House

About Us

Bradford has created a new Children and Families Trust, which has been commissioned by Bradford Council to deliver a wide range of services for children, families and young people on their behalf. The Trust is accountable for determining how outcomes of these services are achieved and for the day-to-day running of commissioned children's services.

This is an important opportunity to renew our approach to delivering the support that Bradford's children, young people and families in need, by renewing services and creating a new organisation. We are bringing the mindset, dynamism and energy of a start-up together with the national expertise and determination of the Trust's Board, senior leadership and our colleagues' practical experiences of providing children's services in Bradford.

As a new organisation, Bradford Children and Families Trust has established our own purpose, vision, and outcomes for what we aim to achieve.

Our vision: For all children and young people in Bradford to be safe and able to realise their full potential.

Our purpose: To provide high-quality services with partners that help safeguard, support and promote the welfare of children, young people and families across the Bradford District.

We will achieve this through continuous improvements in our services and positive collaboration with our staff, our partner organisations.

Job Overview

The Leadership and Management Development Specialist is responsible for designing, delivering and evaluating a comprehensive leadership and management programme that builds capability across all levels of management.

Working closely with HR, senior leaders and key stakeholders, the postholder will identify development needs and translate these into impactful learning interventions that support organisational priorities, strengthen leadership behaviours, and enhance management effectiveness.

This role will play a critical part in embedding a culture of continuous learning, strengthening the leadership pipeline, and improving organisational performance through high-quality development initiatives.



Main Duties and Responsibilities

Leadership Development Strategy & Programme Design

- Design and implement a structured, scalable leadership and management development programme aligned to organisational strategy and values.
- Conduct learning needs analysis using performance data, feedback, and stakeholder consultation to identify leadership capability gaps.
- Develop programme frameworks covering core themes such as leading self, leading others, and leading the organisation.
- Create blended learning solutions incorporating workshops, digital learning, coaching, action learning sets, and practical application.
- Ensure inclusivity and accessibility in all learning design, catering to diverse leadership levels and learning styles.

Programme Delivery

- Facilitate engaging, high-impact leadership and management development sessions (face-to-face and virtual).
- Provide individual and group coaching support to participants to enhance learning transfer and behavioural change.

Stakeholder Engagement

- Build strong relationships with senior leaders, HR Business Partners and functional teams to ensure alignment of development activity with business needs.
- Collaborate with internal and external partners to source or co-deliver specialist content where required.
- Promote leadership development initiatives to drive engagement and participation across the organisation.

Evaluation & Continuous Improvement

- Establish clear success measures and evaluate programme effectiveness using feedback, performance metrics and business outcomes.
- Analyse impact and provide insight reports with recommendations for continuous improvement.
- Regularly review and update programme content to ensure relevance, currency and alignment with organisational priorities.

Talent & Succession Support

- Support talent management and succession planning processes by developing leadership capability frameworks and pathways.
- Contribute to identification and development of high-potential employees through targeted interventions.

Project Management

- Manage the end-to-end delivery of the leadership development programme within the 12-month timeframe, ensuring delivery to agreed milestones and budget.
- Coordinate schedules, resources and communications to ensure smooth programme execution.



About You

We are looking for applicants who can demonstrate that they meet the following requirements:

Education

- Degree-level qualification in Organisational Development, Business, Psychology, or a related discipline, or equivalent professional experience.
- Relevant qualifications in coaching, facilitation or leadership development (e.g. ILM, coaching certification) are advantageous.
- Evidence of continuous professional development in leadership, learning design, or organisational development practice.

Experience

- Proven experience in designing and delivering leadership and management development programmes within a complex organisational environment.
- Experience of undertaking learning needs analysis and translating insights into effective development solutions.
- Strong track record of facilitating leadership workshops and delivering engaging learning interventions (both face-to-face and virtual).
- Experience of working with senior leaders and stakeholders to influence and drive development initiatives.
- Demonstrable experience of evaluating learning impact and using data to inform continuous improvement.
- Experience of using a blended learning approach, including digital platforms, coaching, and experiential learning methodologies.
- Experience of managing projects, including planning, implementation, and delivery to deadlines and budget.

Skills and Capabilities

- Passionate about creating a positive and inclusive workplace.
- Strategic thinker with a hands-on, delivery-focused approach.
- Strong analytical and problem-solving skills.
- High levels of emotional intelligence and cultural awareness.
- Collaborative and able to build trust at all levels of the organisation.
- Ability to lead projects and manage multiple priorities effectively.

Safeguarding Responsibilities

Bradford Children and Families Trust is committed to safeguarding and promoting the welfare of all children who use our services and as such expects all staff to share this commitment.

Successful applicants will be required to complete the relevant safeguarding checks. A DBS check may be requested.

We are an equal opportunities employer.

