Alzheimer's Society

Senior Innovation and Implementation Manager

Job description

It will take a society to beat dementia. Alzheimer's Society.



Who we are

Dementia is the UK's biggest killer. One in three people born in the UK today will develop dementia in their lifetime.

At Alzheimer's Society, we're the UK's leading dementia charity and the only one to tackle all aspects of dementia by giving help and hope to people living with dementia today and in the future. We give vital support to people facing the most frightening times of their lives, while also funding groundbreaking research and campaigning to make dementia the priority it should be.

Together with our supporters, we're working towards a world where dementia no longer devastates lives.

Our values

Our values tell everyone who we are as an organisation.

Our values make sure that our focus is clear for the challenges and opportunities ahead and remind us of what we all stand for.

Our values are evident in everything we do, how we do it and how we work together.

These are not just words on a wall, we live these every day in all our work. We are determined to make a difference when and where it matters most, by being passionate, focussed and making a lasting impact for people affected by dementia.



Determined to make a difference

We're passionate, we're focused and we make a lasting impact for everyone living with dementia.



Trusted expert

We're listening, we're learning and we use experience and evidence.



Better together

We're open, we combine our strengths and we achieve more together.



Compassionate

We're kind, we're honest and we don't shy away from challenges.

Through our values we will make the greatest difference for people affected by dementia. Whether you are someone living with dementia, a family member or carer, a supporter, a donor, a colleague from another organisation, an employee or a volunteer, these four values will shape your experience with Alzheimer's Society.

Senior Innovation and Implementation Manager

Position in the organisation

Reports to the Head of Innovation.
Directly line manages two Senior Innovators, with responsibility for objectives, performance and development.
Indirectly manages one Innovation Officer and one Innovation Assistant, and matrix-manages a further Senior Innovator.
Member of the Innovation Team within the Research and Innovation department.
Part of the Research and Influencing directorate.

Purpose of this role

At Alzheimer's Society we are advisors, supporters, fundraisers, researchers, influencers, communicators, technical specialist and so much more. We are volunteers, we are employees, and together we are here to make a difference to the lives of people with dementia and their carers.

The Senior Innovation and Implementation Manager provides senior specialist and day-to-day operational leadership of the Innovation Team. The role determines how the Accelerator, Launchpad and Dementia Innovators programmes operate, overseeing their current cohorts, staff, quality and outcomes. It owns the team's annual operational plan, coordinates priorities and resources across the function, and translates the Innovation strategy into effective delivery.

The role leads the operational management of national innovation partnerships, helping to shape their development with the Head of Innovation. It oversees real-world implementation testing associated with the latter stages of the Accelerator, guiding Senior Innovators who design individual experiments, and scopes future opportunities to generate evidence, support adoption and strengthen implementation pathways. The post is a senior specialist in venture support and shares implementation expertise with the Head.

The role exercises substantial autonomy over programme design, delivery, specialist decisions and partnerships, and deputises for the Head of Innovation by agreement. The Head retains ultimate accountability for strategy, major commitments, the budget and decisions outside delegated authority. Ongoing alumni and investment portfolio management remains with the responsible portfolio manager.

We are looking for someone who exemplifies our values, someone who is: Determined to make a difference when and where it matters most. A trusted expert who believes in working Better together and demonstrates true Compassion.

Key accountabilities and responsibilities

Strategy, planning and specialist judgement

- Make a substantial contribution to the Society's Innovation strategy, bringing programme, partner and system insight into priorities, proposals and decisions; the Head of Innovation retains ultimate strategic ownership.
- Own the development of the Innovation Team's annual operational plan, setting delivery priorities, allocating capacity, agreeing milestones and coordinating team-wide reporting, performance review and resource management.
- Make independent judgements about operational priorities and programme design, managing trade-offs across the team and advising the Head of Innovation when decisions require wider authority or expenditure approval.

- Lead horizon scanning and the scoping of future innovation, venture support and implementation opportunities; develop proposals and recommend interventions based on need, evidence, feasibility and likely contribution to dementia outcomes.

- Act as the team's senior specialist point of contact on venture support practice, offering informed advice to senior colleagues and external partners and contributing specialist expertise to directorate-wide planning.

Programmes and pathways to implementation

- Take operational responsibility for the design, delivery and continuous improvement of the Accelerator, Launchpad and Dementia Innovators Programme, including curriculum, cohort experience, delivery standards, partner contributions and overall performance.

- Oversee assessment and selection of innovators through the agreed mix of panels, manager decisions and Head of Innovation approvals; determine the support offered to active cohorts and the standards against which it is delivered.

- Lead the development of venture support content and delivery models, including the core programme curriculum and approaches to helping innovators build sustainable solutions.

- Oversee implementation testing associated with the latter stages of the Accelerator, directing and challenging Senior Innovators who design experiments to test innovations in real-world settings and identify further evidence requirements.

- Scope new implementation opportunities with the Head of Innovation, exploring partners, evidence requirements, delivery feasibility and potential adoption or commissioning pathways, and translate viable opportunities into operational proposals.

- Coordinate programme and implementation learning, including the requirements of NHS and social care testing, evaluation, adoption and commissioning, and assess which opportunities merit further development.

- Oversee participants while they are within active programmes and arrange clear handovers when their participation ends. Draw on relevant portfolio and alumni learning to improve programme design, while ongoing alumni, investment and revenue-share portfolio management sits with the responsible manager.

- Set and maintain programme governance, assessment standards, risk controls and quality processes, ensuring clear audit trails and appropriate escalation of risks, commitments and decisions.

Strategic partnerships and influencing

- Own the day-to-day NHS InSites relationship and operational delivery arrangements, sharing responsibility for its strategic development with the Head of Innovation.

- Lead operational engagement and delivery with the NHS Innovation Accelerator, having helped establish the relationship; work within the strategic direction held by the Head to agree practical activity and support for innovators.

- Oversee the Dementia Innovators partnership with the NHS Clinical Entrepreneur Programme, including renewal and continuation arrangements and senior operational delivery relationships, escalating the highest-level relationships where appropriate.

- Act as the primary working relationship holder for UCL Partners and CABHI (Centre for Aging + Brain Health Innovation) in the delivery of Innovation work, and maintain links with relevant Health Innovation Networks.

- Develop relationships with specialist external advisers and sources of expertise, including Permira, to improve programme support and delivery, working alongside colleagues who hold formal investment and portfolio responsibilities.

- Represent the Society in relevant national innovation networks and discussions, negotiating programme delivery, partner commitments and practical solutions within delegated authority.

- Build effective working relationships across Research, Dementia Support and Partnerships, Income and Engagement, Digital, Impact and Evaluation and other teams to deliver agreed initiatives.

Impact, evidence and involvement

- Oversee the development and monitoring of performance and impact measures for active programmes and implementation experiments, working with specialists to evaluate outcomes and use findings to improve delivery.

- Ensure that the design, selection, testing and evaluation of innovations draw meaningfully and inclusively on the experiences of people affected by dementia.

- Apply proportionate assurance and professional judgement to programme and implementation risks, including evidence quality, participant support, delivery feasibility, safeguarding, data protection and reputational exposure.

- Recommend where promising innovations may benefit from further support or real-world testing, and coordinate handovers to colleagues responsible for subsequent portfolio relationships and investment decisions.

People, financial and operational leadership

- Lead, develop and manage two Senior Innovators directly, an Innovation Officer and Innovation Assistant indirectly, and a further Senior Innovator through a matrix arrangement; exercise full management responsibility for recruitment, objectives, performance and development within the direct reporting line.

- Lead the team's day-to-day operational coordination, resolve competing priorities and delivery risks, and provide management continuity while the Head of Innovation focuses on organisation-wide strategy and senior stakeholder commitments.

- Prepare and maintain much of the team-wide financial forecasting, monitoring and management information, with operational oversight of approximately three-quarters of the Innovation Team budget. Recommend material expenditure and resource allocations to the Head of Innovation as formal budget holder.

- Authorise expenditure up to the existing £5,000 delegation, ensure spending decisions and commitments are properly recorded, and obtain the Head's approval for expenditure beyond delegated limits.

- Set consistent processes across programmes, implementation tests and partnership delivery, maintaining appropriate controls for resources, risk, evaluation, safeguarding and reporting.

- Deputise for the Head of Innovation and represent the team in appropriate leadership discussions, internal decisions and external meetings under agreed delegation.

We are looking for someone who can...

- Adhere to all the Society's service standards, policies and procedures.
- Comply with data protection and confidentiality requirements, ensuring information about people affected by dementia, innovators, partners and colleagues is protected.

- Be responsible for personal learning and development, to support the learning and development of others and the whole organisation.
- Work in a manner that facilitates inclusion, particularly of people with dementia.
- Implement the Society's health and safety policy and procedures, ensuring safe working practices and that staff and volunteers understand their responsibilities.
- Organise and manage work to meet quality requirements, deadlines, financial controls and agreed reporting commitments.
- Follow the Society's management information and reporting guidelines, ensuring timely, accurate programme performance, financial and impact information is recorded and submitted using agreed systems.

Person specification and selection criteria

Skills & knowledge	Application (A) or Interview (I)
Extensive experience designing and leading innovation, venture support or related health and care programmes, including programme development, delivery and evaluation.	A / I
Advanced specialist knowledge of early-stage innovation and venture development, with understanding of routes to real-world evidence and implementation.	A / I
Evidence of independently leading operational planning and translating strategy into prioritised, realistic team and resource plans.	A / I
Good professional judgement in complex delivery and partnership matters, recognising delegated authority and when to escalate material risks.	A / I
Good understanding of NHS and social care innovation networks, evidence generation and practical adoption barriers.	A / I
Commercial awareness of venture development and ability to secure external specialist expertise; investment authorisation is not a requirement.	A / I
Experience developing, negotiating and operating significant partnerships with senior health, innovation or other system leaders.	A / I
Ability to influence senior colleagues and external partners across organisational boundaries without direct line authority.	A / I
Demonstrable experience of full line management, team development, operational coordination and matrix leadership.	A / I
Experience establishing and improving programme standards, governance, risk management, assurance and assessment processes.	A / I
Experience managing budgets, forecasts, expenditure monitoring and the preparation of recommendations for formal budget holders.	A / I
Ability to assess programme outcomes, explain evidence and make clear recommendations to senior decision-makers.	A / I
Experience meaningfully involving service users or people affected by health and care conditions in innovation design and testing.	A / I
Extensive knowledge or equivalent experience, in innovation, venture support or implementation.	A / I

Competencies & personal attributes	Application (A) or interview (I)
Sound independent judgement, curiosity and willingness to constructively challenge established practice.	A / I
Ability to build confidence, influence and negotiate effectively with internal and external partners.	A / I
Inclusive, respectful and sensitive to the needs and experiences of people affected by dementia.	A / I
Ability to balance strategic thinking with disciplined delivery, operational planning and management.	A / I
Clear, persuasive communication and collaborative, supportive leadership.	A / I
Integrity in stewardship of charitable funds, evidence, confidentiality and risk.	A / I

Our benefits



Financial Security

- Group Personal Pension Plan with Scottish Widows – with up to 8% employer contributions rate
- Life Assurance Scheme – two times your annual salary
- Society Plus and Smart Spending App – giving you unbeatable savings at hundreds of retailers



Health & Wellbeing

- Health Cash Plan
- 24/7 Employee Assistance Programme including online and face to face coousselling
- Discounted gym membership with Society Plus
- Lived Experience Networks
- Mental health app and unlimited therapy



Personal Development

- Apprenticeships
- Leadership development programme
- Financial support towards relevant professional qualifications



Family & Dependants

- Enhanced family leave - 16 weeks paid for all parents
- Paid time off work for fertility treatments for both partners
- Paid carers leave
- Paid dependants leave
- Paid compassionate and bereavement leave
- Paid time off work to support those transitioning



Recognition

- Annual people awards
- Long service awards
- Thank you eCards
- Values Hero and Society Legend Awards



Work Life Balance

- Annual leave of 27 days increasing to 30, plus bank holidays
- Career breaks of up to 3 months
- Flexible working
- Wellbeing leave