

Job Bands

What are the job bands?

Our internal job and pay structure, outlining the responsibilities and experience you might expect across the bands, and the starting salaries at each individual level. They provide transparency for all employees and support workforce planning for managers building teams.

What to do before recruiting or promoting

When you are hiring for a new role or promoting somebody within your team, consider the following criteria to establish which job band the role fits in;

- What roles are already in place at Frontline; does it equate to another existing role?
- What is the depth of experience, knowledge and specialist skills you need?
- What level of autonomy is required?
- What level of decision-making responsibility, accountability and risk management will they have?
- What is the level of strategic responsibility?
- What is the expectation for holding relationships with external stakeholders?
- Will this person be a people manager? If so how big is their team?
- What do similar roles in the market pay?

Important: Then spend some time reading the “additional criteria” to help establish which level the role should be mapped to within the band. **These are not extensive lists of responsibilities, but are intended to be used as guidance to support you to differentiate between the levels.**

Qualifications

We only require qualifications for some roles due to the standards set out by our university partner (these are outlined below where relevant) otherwise we don’t ask for a degree or relevant qualification as we place higher value on experience, skills and behaviours.

If you need additional support with workforce planning contact your partner in the People team.

Market supplement (recruitment only)

There may be occasions when due to the level of technical expertise required, (e.g. senior CRM or finance roles) that there’s a case for adjusting the salary band to reflect the market rate of the role. You will need to submit a business case to the Head of People, who will have sign off. You must speak to your partner in the People Team if you are considering this.

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Band	Level	Salary (London Weighting)	Additional criteria	Qualifications required
Leadership Group (Head of and Director roles)	LG1	£74,088 (£77,175) and above	<p>Director roles (LG1 and 2)</p> <ul style="list-style-type: none"> • If recruiting a Director position (in the Senior Leadership Team) these should be mapped to LG1 or LG2 • These roles are likely to work with the board to make key decisions about the organisation • These roles are accountable for all employees and wider stakeholders (firstline leaders, fellows, local authorities, the Department for Education etc) within their area of responsibility <p><u>What differences are there between LG1 and LG2?</u> LG1 may have a LG2 report to them and is likely to have a broader remit of accountability</p> <p>Head of Roles (LG 3 – LG6)</p> <ul style="list-style-type: none"> • If recruiting a Head of position these should be mapped between LG3 and LG6 • These roles are likely to work across the leadership group to consult on and influence key decisions about the 	<p>If the role involves teaching on the Frontline Programme (for example Heads of Region/Curriculum) these roles will require;</p> <ul style="list-style-type: none"> • A PG Cert Teaching at Higher Education Qualification (accredited by the HEA) AND • A qualified and registered Social Worker (with Social Work England) AND • A Masters qualification (in any subject)
	LG2	£68,943 (£72,030)		
	LG3	£63,798 (£66,885)		

	LG4	£59,682 (£62,769)	<p>organisation</p> <ul style="list-style-type: none"> • These roles are responsible for an entire remit or area of work • These roles will be responsible for the employees and wider stakeholders (firstline leaders, fellows, local authorities, relationship with Department for Education etc) within their area of responsibility • These roles are responsible for teams/area of work budget (and may have additional budget holders within the team) <p><u>What differences are there between LG3 – LG6</u></p> <ul style="list-style-type: none"> • The higher levels (i.e. LG3) could have various sub teams responsible for an area work • The breadth of individual responsibility and accountability (for example not just number of employees in their team but the wider remit such as partner organisations, participants, fellows etc.) • The market rate will also be an influencing factor for some roles such as fundraising and finance 	
	LG5	£54,537 (£57,624)		
	LG6	£48,363 (£51,450)		
Manager	M1	£44,247 (£47,334)	<p>Manager roles;</p> <ul style="list-style-type: none"> • Have oversight of individual area of responsibility • Inform and set direction in the area of responsibility • Scope, plan and lead on strategic projects for area of responsibility • Likely to have a specialism • Hold and manage complexity in relationships held • May have line management responsibility <p><u>What differences are there between M1 – M3</u></p> <ul style="list-style-type: none"> • The market rate will an influencing factor for technical roles for example CRM, recruitment, fundraising, finance and compliance. We'd expect M1 roles to be at that banding because it's competitive in the sector for the skills required* • For managers with line management responsibility, size of team will be an influencing factor. Bigger teams, and therefore more accountability could mean the role is mapped to M1 • Roles that have budgetary responsibility are more likely to be mapped to M2 or M1 • Manager roles without line management responsibility are likely to be mapped to M3 <p>*If the market rate is significantly more than what our bands allow in these roles this could justify a market supplement</p>	N/A
	M2	£39,102 (£42,189)		
	M3	£36,015 (£39,102)		
Officer	O1	£33,957 (£37,044)	<p>Officer roles;</p> <ul style="list-style-type: none"> • Provide high level support in the area of responsibility • Working closely with managers and other stakeholders to deliver strategic projects • Developing specialist skills in the area of responsibility • Does not generally have line management responsibility <p><u>What differences are there between O1 – O3</u></p> <ul style="list-style-type: none"> • Size and remit of responsibility will vary, roles at O1 will be responsible for large scale projects with high levels of autonomy • The level of relationships and accountability with stakeholders is also likely to vary between O1 and O3 • Expertise and/or experience required in the role 	N/A
	O2	£30,870 (£33,957)		
	O3	£27,783 (£30,870)		

Coordinator	C1	£25,725 (£28,812)	<p>Coordinator roles;</p> <ul style="list-style-type: none"> • Provide administrative support to teams • Responsible for the organisation and booking of events • Be a central person for all queries and support for the team • May have some diary management responsibilities (i.e. responsible for team meetings) 	N/A
	C2	£23,667 (£26,754)	<p><u>What differences are there between C1 – C3</u></p> <ul style="list-style-type: none"> • C1 are roles that require responsibility for a high-level administrative activity (for example payroll activities or having oversight of all org-wide events). These are likely to be linked to a specialism (but don't necessarily need experience in that specialism) • C2 are roles that provide support to the wider team but may not have complete oversight of an area of work. • C3 are entry levels roles that may not require direct experience but that have the scope to grow and develop within the role 	
	C3	£20,580 (£23,667)		
Social Work Practitioner	SWP1	£54,537 (£57,624)	<p>Social Work Practitioner roles;</p> <ul style="list-style-type: none"> • Use social work knowledge, theory, practice skill and experience to develop and support participants • Responsible for design and delivery of the Frontline programme • Responsible for curriculum design of the Firstline and CSW programme • May have line management responsibility • Experienced in teaching 	<p>All roles in the SWP job band require;</p> <ul style="list-style-type: none"> • A PG Cert Teaching at Higher Education Qualification (accredited by the HEA) * AND • A qualified and registered Social Worker (with Social Work England) AND • A masters qualification in Social Work <p>*if an SWP does not have a PG Cert in Teaching at HE they will be required to enrol to qualify within their first 12 months in the role</p> <p>Depending on the role additional qualifications may be required such as a Systemic Level 1 or 2 qualification</p>
	SWP2	£50,421 (£53,508)	<p><u>What differences are there between SWP3 and SWP1:</u> As these roles are recruited for their social work expertise, their experience in both teaching and social work practice will be an influencing factor and therefore could be mapped to a higher level depending on their experience</p> <p><u>Principal Practice Tutor / Principal Curriculum Lead (SWP1):</u></p> <ul style="list-style-type: none"> • Less units (approx. two) for PPT's • Line management responsibility of PT or CLs • Specific unit lead (PPT) • Specific year/programme lead (PCL) • May be required to deputise for HoR or HoC 	
	SWP3	£47,334 (£50,421)	<p><u>Practice Tutor / Curriculum Lead (SWP2 and 3):</u></p> <ul style="list-style-type: none"> • Ideally will have a specialism in one of the three practice models • Between three and four units (PTs) • Responsible for an area of the curriculum (CL) • No line management responsibility 	