Rank Foundation

Time to Shine
Leadership Programme
Candidate Guide 2027



Since 2012, The Rank Foundation has supported

700

Time to Shine placements in organisations across the United Kingdom

About the Programme

The Rank Foundation's Time to Shine Leadership Programme (T2S) has been running for almost 15 years. Through the programme, organisations receive funding to employ a full-time, Time to Shine Leader, providing an opportunity for talented individuals to develop their leadership potential through meaningful, paid work experience. At the same time, the charity benefits from increased capacity and support to address strategic priorities, skills gaps, and developmental needs.

Programme Aims

1) To build capacity and bring about sustainable improvements to the charity's performance and resilience.

2) To boost employment prospects for individuals who are either unemployed or underemployed.

3) To build career interest and retain leadership talent within the social sector.

These are early-career roles; T2S Leaders work on all kinds of projects including fundraising, managing an event, developing social media presence.

To find out more about the work of The Rank Foundation and the T2S Leadership Programme visit https://rankfoundation.com/our-approach/leadership/time-to-shine/

The next cohort will commence in April 2027.



What to Expect

The programme is built around experiential learning, with a strong focus on building leadership skills and supporting personal and professional growth.

T2S Leaders spend most of their time gaining valuable work experience and developing their knowledge, skills, and confidence within the workplace. We estimate 15% of the leader's time will be spent away from their day-to-day role, committed to programme related activities and events. The programme includes:



- A full-time salary, based on 35 hours per week, paid at the Real Living wage currently £25,662 across the UK or £28,119 in London.
- Residential conferences, which involve travel away from home and overnight stays. See the key dates below.
- Leadership development days – 4 in person and online peer support.
- Membership of The Foundation's community and digital engagement platform, RankNet.
- Access to training and development bursaries.
- An experienced mentor providing additional support through the programme.
- The Rank Annual networking conference with members of the Rank network, funders and invited guests.



Key Dates

	Key Dates	T2S Leader required to attend	Manager required to attend
Launch Conference	Event 1: 13th - 15th April Event 2: 20th-22nd April	Yes (48 hours, 2 nights)	Yes (24 hours, 1 night)
4 Leadership Days	May/July/Sept/March	Yes	No
Next Steps Conference	Event 3: 9th - 11th Nov Event 4: 16th - 18th Nov	Yes (48 hours, 2 nights)	Yes (24 hours, 1 night)
Annual Conference	February/March 2028	Yes (48 hours, 2 nights)	Optional (24 hours, 1 night)

These activities are a mandatory part of the Leadership programme; The Foundation covers the cost of travel, accommodation and food. Leader and manager are required to attend one launch event and one next steps event, together. Leaders and managers are allocated to groups and events depending on a number of factors - individuals are not able to select dates. Exact dates are confirmed during the onboarding process.

How the Time to Shine Conferences Work

These are development events and a great opportunity to connect with other participants, to find out more about Rank and the programme, and to understand the relationship between Rank and the work Leaders will be doing with their organisation.

Between 16-20 leaders come together at each event, arriving for a 4.00pm start. The first 24 hours focus on getting to know the other participants and the Rank team, alongside facilitated leadership sessions. Managers join the event from lunchtime on day 2; the programme continues through the afternoon, with separate activities for leaders and managers, before everyone meets for dinner to network and relax.

The final morning includes leaders and managers working together before leaving around 12 noon.

> **"At the beginning of my journey, I was excited but nervous to find out what to expect of the year ahead. I remember travelling to Leeds for the first time to meet roughly 30 people in the same boat as me and doing some great seminars that will stick with me for the foreseeable future."**



Caitlin Bannan
Back on the Map 2025
Time to Shine Leader



Group Leadership Days

T2S Leaders are placed in a peer support group of up to nine other T2S Leaders from different charities, guided throughout the year by an experienced facilitator. They attend a series of leadership days during the programme, which often require travel to a central location. These days provide opportunities to share experiences, gain fresh perspectives, build supportive networks, and develop practical approaches to problem-solving in a collaborative environment.

There will be opportunity for reflective learning, to focus on enhancing leadership skills and helping individuals respond effectively to emerging challenges.

Mentoring

Mentoring is part of the support and development opportunities available to Leaders on the Programme. Mentors from our RankNet community are often former T2S alumni and volunteer their time to offer their support to current participants. They are able to share their experiences, insights, knowledge and skills. Current Time to Shine Leaders are able to sign up for a mentor at the beginning of the Leadership programme and will work with their mentor through to the end of the year.

RankNet

Rank offers membership of The Foundation's RankNet Community and online digital platform, with over 1500 members. RankNet is a unique and vibrant space for members to connect, network, access training and development opportunities and learn from each other. We hope all who join will contribute to a plethora of collective knowledge and experience and be willing to learn and share with others.

Bursary Opportunities

T2S Leaders are eligible to apply for a bursary for training to enhance personal development. This includes applications to support continuing professional development or improve career aspirations. Examples include project management, governance, digital and social media, coaching.

Real Living Wage

The Real Living Wage is the only UK wage that meets the cost of living.

The calculation is made according to the cost of living and is based on the cost of a basket of household goods and services.

For further information visit:
The Living Wage Foundation

The Rank Foundation awards a grant to each organisation to fund the employment costs of the leader. The grant is based on a 35 hour week.

This equates to:

- £25,662 UK rate (£14.10 per hour)
- £28,119 London rate (£15.45 per hour)

The contract of employment is between the organisation and the individual.

Programme Timeline

April
Launch Conferences
Mentoring Scheme Opens

May
Meet Group Learning Facilitators
Leadership Day 1

June
Continue work role

July
Leadership Day 2

August
Continue work role

September
Leadership Day 3

October
Mid Year Feedback

November
Next Steps Conference

December
Conference Showcase Preparations

January
Continue work Role

February
The Rank Foundation Annual Conference

March
Leadership Day 4
Final Feedback Report



Hear from a Leader!

Iona McCulloch

Community & Events Coordinator Braw Tea CIC

2025 Time to Shine Alumni!

“Before joining Braw Tea, my confidence had taken a major hit, but working in such a positive, supportive environment—and succeeding in a role I never imagined myself doing has helped me progress far beyond where I was!”

About the Role

Braw Tea CIC is an award-winning social enterprise café, located near Broughty Ferry, Dundee, that supports women who may have extra challenges in life.

During Time to Shine, Iona carried out a lead role in several core areas of Braw Tea’s work, including:

- Supporting volunteers through onboarding, training, confidence-building, and managing the weekly rota
- Building relationships with partner organisations to create referral pathways for women volunteers
- Developing an emerging events programme

Professional Development

- Sensory training with a coffee roaster, focusing on taste perception and flavour identification. Iona will be able to deliver this training to volunteers.
- Completed First Aid in the Workplace certification, Mental Health First Aid and a course in Trauma Informed Practice.

Looking Ahead

Iona has now joined Braw Tea full time as the Volunteer Coordinator, a newly created role within the organisation.

Looking ahead, Iona has enrolled on a project management course for the third sector and hopes this training will strengthen her planning skills and support her continuing development.