

TEAM ROLES & RESPONSIBILITIES

CHRIS DUNGWORTH Head of Service

Chris has overall responsibility for the strategic direction and leadership of Business Doncaster. Day-to-day duties include:

- Manage multiple economic development teams/programmes including Business Doncaster, Advance Doncaster and Visit Doncaster
- Stakeholder management and engagement
- Strategic planning within the city to support investment and growth
- Supporting development and infrastructure within the city

Joined Doncaster Council 2003 | Business Doncaster | chris.dungworth@doncaster.gov.uk

INVESTMENT TEAM

ALEX DOCHERY Investment Team Manager

Alex is the manager of the Business Doncaster Investment team. The team is responsible for attracting inward investment to Doncaster, supporting indigenous business growth and promoting Doncaster as the best place to do business. Day-to-day duties include:

- Strategic planning within the city to support investment and growth
- Handling enquiries such as property searches and business support
- Day to day working with businesses to support growth through Key Account Management
- Stakeholder management engagement

Joined Doncaster Council 2022 | Business Doncaster | alex.dochery@doncaster.gov.uk

SHARON FINCH HR Key Account and Growth Manager

Sharon's main focus is to offer HR support and expertise for SMEs and business growth. Day-to-day duties include:

- Formulating strategic and practical plans to support HR in business
- Identify new opportunities that align with the business's strategic goals
- Support growth using diagnostic, design and innovative approaches
- Attract new investment and help create employment opportunities for Doncaster
- Build effective networks and link businesses with key partner organisations

Joined Doncaster Council 2009 | Business Doncaster | sharon.finch@doncaster.gov.uk

IAN GUY Business Engagement Officer

Ian engages with inward investors and indigenous businesses with a range of enquiry types. Day-to-day duties include:

- Handling property enquiries
- Engaging with property agents and developers regarding the commercial property market
- Assisting in the ongoing management and updates of the property database
- Supporting and encouraging businesses to "Buy Local" through Meet the Buyer events
- Organising the Doncaster Property Forum and Doncaster Construction Sector Forum
- Assisting with new business opportunities

Joined Doncaster Council 1984 | Business Doncaster | ian.guy@doncaster.gov.uk

SUE HARRISON Senior Key Account & Business Growth Manager

Sue's role is to support the Investment team with existing and new business activity across the city. Day-to-day duties include:

- Leading the delivery of the key account management programme
- Delivery of external funded programmes such as productivity and low carbon
- Support the delivery of Business Doncaster events specifically the Finance Forum
- Attract new investment and help create jobs for Doncaster residents through operational delivery

Joined Doncaster Council 1999 | Business Doncaster | sue.harrison@doncaster.gov.uk

SARAH MARSHALL DUNGWORTH Investment & Property Officer

Sarah supports businesses and individuals to find their ideal commercial business premises across the city. Day-to-day duties include:

- Handling enquiries made via the Property Search facility on the Business Doncaster website
- Assisting in the ongoing management and updates of the property database
- Leading on the Customer Relationship Management system for the team
- Monitor team performance and KPIs

Joined Doncaster Council 1992 | Business Doncaster | sarah.dungworth@doncaster.gov.uk

VICTORIA POPPLETON Sector Growth & Investment Team Leader

As part of the Investment team Victoria focuses on supporting SMEs with their supply chain activities. Day-to-day duties include:

- Supply chain diagnostics and reviewing efficiencies
- Identifying local supply chain opportunities
- Organising supply chain events such as Meet the Buyers and Business Masterclasses
- Supporting business growth and inward investment

Joined Doncaster Council 2021 | Business Doncaster | victoria.poppleton@doncaster.gov.uk

KAT REGULA Technical Assistant

Kat contributes to the Business Doncaster team by providing administration, technical and monitoring support to ensure compliance with corporate policies and procedures. Day-to-day duties include:

- Organising meetings, preparing agendas, taking and circulating minutes and undertaking any follow up actions as required
- Ordering, processing, and raising invoices
- Maintaining records, undertaking research, producing ad hoc and monthly reports
- Preparing claims for external funding programmes
- Event support including on the day meet and greet

Joined Doncaster Council 2023 | Business Doncaster | kat.regula@doncaster.gov.uk

ANDREW WEBB Rail Sector Development Manager

Andrew works with the rail sector, supporting existing companies and crucially working to grow the Doncaster economy by attracting inward investment and skilled, well-paid jobs into the city. Day-to-day duties include:

- Working with rail partners to support their supply chain
- Providing support on funding and grants
- Identify innovation and skills opportunities within the sector
- Working with businesses to support growth through Key Account Management
- Handling rail-related property and inward investment enquiries

Joined Doncaster Council 2020 | Business Doncaster | andrew.webb@doncaster.gov.uk

LISA WHALLEY Investment Projects & Innovation Officer

Lisa is responsible for driving the innovation agenda. Her main focus is to ensure the city is known for being a place where businesses bring innovative projects to the attention of a global marketplace. Day-to-day duties include:

- Driving innovation project support
- Develop and manage collaborations between regional universities to support R&D projects and aid business growth
- Support and guide on funding opportunities for local businesses
- Develop strategic alliances to open investor funding opportunities

Joined Doncaster Council 2023 | Business Doncaster | lisa.whalley@doncaster.gov.uk

GEMMA WHITE Sector Growth Officer: Creative, Digital & Tech

Gemma supports the growth of the creative, digital and tech sectors within Doncaster, supporting inward investment and driving opportunities for indigenous businesses to develop and grow. Day-to-day duties include:

- Driving creative, digital and tech business growth and attracting inward investment
- Key Account Management for creative, digital and tech companies
- Provide advice and guidance on funding opportunities

Joined Doncaster Council 2014 | Business Doncaster | gemma.white@doncaster.gov.uk

DESTINATION TEAM

DEBBIE CIANDELLA Tourist Information Centre Assistant

Debbie works as part of the Visit Doncaster team providing support in the Tourist Information Centre. Day-to-day duties include:

- Assisting residents and visitors with enquiries about Doncaster, Yorkshire and beyond
- Provide an agency booking service for coach companies, First Bus and The Little Theatre
- Sell local produce, gifts and souvenirs
- Provide reception services for the Mansion House

Joined Doncaster Council 2019 | Visit Doncaster | debbie.ciandella@doncaster.gov.uk

STEWART CRAVEN Investment Marketing and Web Officer

Stewart is instrumental in promoting Doncaster as 'the' place to invest, work, live and do business across digital channels. Promoting Doncaster as the place to locate your business, informing the business community of relevant activity and updates in order to increase economic growth and ensure business continuity. Day-to-day duties include:

- Managing social media and digital marketing activities across Business Doncaster platforms
- Support proactive communications promoting business, key developments and sectors
- Support the delivery of the annual Doncaster Business Showcase
- Design, produce and create online communications for promotion to target audiences

Joined Doncaster Council 2022 | Business Doncaster | stewart.craven@doncaster.gov.uk

HEATHER HAMILTON Destination and Investment Marketing Officer

Heather leads the business marketing team and is instrumental in promoting Doncaster as 'the' place to invest, work, live and do business. Heather identifies ways to attract new investment, ensure business continuity by supporting local business and contributing to economic growth. Day-to-day duties include:

- Managing proactive PR and Media Relations promoting all local and regional business announcements
- Delivery of the annual Doncaster Business Showcase
- Support and advise on all elements of marketing across Business Doncaster platforms
- Write, design and produce marketing literature for promotion to target audiences

Joined Doncaster Council 2008 | Business Doncaster | heather.hamilton@doncaster.gov.uk

JENNIE HARRIS Tourist Information Centre Assistant

Jennie works as part of the Visit Doncaster team providing support in the Tourist Information Centre. Day-to-day duties include:

- Assisting residents and visitors with enquiries about Doncaster, Yorkshire and beyond
- Provide an agency booking service for coach companies, First Bus and The Little Theatre
- Promote and sell local produce, gifts and souvenirs
- Provide reception services for the Mansion House

Joined Doncaster Council 2018 | Visit Doncaster | jennifer.harris@doncaster.gov.uk

KATY LEWIN Tourist Information Centre Supervisor

Katy works as part of the Visit Doncaster team providing support in the Tourist Information Centre. Day-to-day duties include:

- Assisting residents and visitors with enquiries about Doncaster, Yorkshire and beyond
- Provide an agency booking service for coach companies, First Bus and The Little Theatre
- Sell local produce, gifts and souvenirs
- Provide reception services for the Mansion House

Joined Doncaster Council 2003 | Visit Doncaster | katy.lewin@doncaster.gov.uk

ANDY MCATEER Destination Marketing Officer

Andy leads on the promotion and marketing of Doncaster through effective web & media strategies with the objective to increase visits and overnight stays. Andy's key responsibilities include:

- The production of the annual Doncaster visitor guide
- Contribute to the delivery of the Place marketing strategy by presenting Doncaster as a great place to visit.
- Support in the promotion of events & tourism related activities.
- Utilise data and market intelligence to inform marketing strategies that increase impact.

Joined Doncaster Council 2023 | Visit Doncaster | andy.mcateer@doncaster.gov.uk

ANDREW MCMAHON Economic Centres Project Manager

Andrew is a Project Manager specialising in place branding and destination transition. Day-to-day duties include:

- Developing places that are fit for everyone
- Encouraging collaboration
- Reducing legal and reputational risk
- Breaking down red tape

Joined Doncaster Council 2006 | Business & Visit Doncaster | andrew.mcmahon@doncaster.gov.uk

KATRINA MANSON Tourist Information Centre Supervisor

Katrina works as part of the Visit Doncaster team providing support in the Tourist Information Centre. Day-to-day duties include:

- Assisting residents and visitors with enquiries about Doncaster, Yorkshire and beyond
- Provide and agency booking service for coach companies, First Bus and The Little Theatre
- Sell local produce, gifts and souvenirs
- Provide reception services for the Mansion House

Joined Doncaster Council 2003 | Visit Doncaster | katrina.manson@doncaster.gov.uk

MADISON PLUMB Social Media and Web Assistant

Madi works to encourage locals and visitors to spend quality time in the City of Doncaster. Day-to-day duties include:

- Research, plan and schedule social media content
- Showcase, document and promote activities and events taking place in Doncaster
- Manage and curate digital content of places to visit, eat and stay
- Support in the planning, preparation and delivery of major marketing campaigns and events

Joined Doncaster Council 2016 | Business & Visit Doncaster | madi.plumb@doncaster.gov.uk

LORNA REEVE Destination Manager

Lorna oversees the marketing and promotion of the City of Doncaster as a fantastic place to invest, live and spend quality time. Day-to-day duties include:

- Managing the Destination marketing team, which includes investment, tourism and economic centre activity
- Strategic Tourism Sector lead across South Yorkshire and beyond
- Leading key marketing campaigns to raise Doncaster's profile
- Promote major events and activities across the city

Joined Doncaster Council 2016 | Business & Visit Doncaster | lorna.reeve@doncaster.gov.uk

OLIVIA SPEIGHT Creative Content Designer

Olivia provides in-house graphic design support for all areas of marketing across Business and Visit Doncaster. Day-to-day duties include:

- Visual design of brochures, exhibition literature and advertising collateral
- Creating artwork for digital and print
- Maintaining brand consistency
- Producing eye-catching and engaging campaign artwork for web and social media
- Contributes to the Marketing and Delivery Plan for Business Doncaster

Joined Doncaster Council 2023 | Business & Visit Doncaster | olivia.speight@doncaster.gov.uk

EMPLOYMENT AND ENTERPRISE TEAM

CRAIG ATKIN Business Start Up Manager

Craig is responsible for delivering the Doncaster Launchpad programme that provides advice and support to help new entrepreneurs start up and grow a successful business. Day-to-day duties include:

- 1-2-1 advice and support to new entrepreneurs and microbusinesses in the city
- Arrange workshops and events to promote enterprise and support for new businesses
- Manage relationships with Doncaster Chamber
- Responsible for the delivery of outputs/targets for Launchpad
- Delivery of grant schemes for new and existing businesses

Joined Doncaster Council 2021 | Launchpad | craig.atkin@doncaster.gov.uk

ALICIA DOHERTY Employment Advisor

Alicia works as part of the Advance Doncaster team. Focusing on in-work progression that includes upskilling, training brokerage and providing information advice and guidance. Day-to-day duties include:

- 1-2-1 training support for individuals and businesses
- Assessing client's needs and providing tailored solutions to suit
- Caseload management of the programme
- Building cohesive support packages dependant on needs and requirements

Joined Doncaster Council 2016 | Advance Doncaster | alicia.doherty@doncaster.gov.uk

DANIELLE FIRTH Employment Advisor

Danielle works as part of the Advance Doncaster team focusing on in-work progression including upskilling, training brokerage and information advice and guidance. Day-to-day duties include:

- 1-2-1 training support for individuals and businesses
- Assessing client's needs and providing tailored solutions to suit
- Caseload management of the programme
- Building cohesive support packages dependant on needs and requirements

Joined Doncaster Council 2021 | Advance Doncaster | danielle.firth@doncaster.gov.uk

MICHELE HOPE Employment Manager

Michele works with businesses and individuals to provide employment support, information, advice and guidance. Day-to-day duties include:

- Supporting businesses with recruitment and upskilling of staff
- Creating bespoke skills analysis for businesses to increase productivity
- Working in partnership as rapid response to redundancy – supporting both the business and employees
- Broker training and development to upskill Doncaster residents, including apprenticeships
- Support individuals in career progression and upskilling

Joined Doncaster Council 2015 | Advance Doncaster | michele.hope@doncaster.gov.uk

RYAN JOHNSON Senior Employment Manager

Ryan leads the Doncaster Employment Hub, driving innovation and responding to new investment enquiries from an employment and skills perspective. Day-to-day duties include:

- Provides effective leadership and management of Section 106 investment obligations
- Package workforce development, employment and skills support for existing and inward investors and employers
- Identify skill shortages, gaps and opportunities and propose training and development solutions.
- Work with key stakeholders designing interventions for people to advance 'into employment'
- Work strategically with partners, employers and developers to enable effective talent attraction

Joined Doncaster Council 2021 | Advance Doncaster | ryan.johnson@doncaster.gov.uk

LYNDSY LIGHTFOOT Employment Manager

Lynsey works with young residents and provide employment support, information advice and guidance. Day-to-day duties include:

- Supporting individuals through various projects into or towards a future career they are passionate about
- Signpost to educational partners for the required qualifications to encourage continuous personal learning and development
- Help people develop the required life/employment skills to gain and sustain employment
- Create partnerships with various employers, educational providers and support groups

Joined Doncaster Council 2015 | Advance Doncaster | lyndsey.lightfoot@doncaster.gov.uk

CAT MATTHEWS Programme Manager

Cat oversees the Advance Doncaster programme and provides strategic support, information, advice and guidance. Day-to-day duties include:

- Leads the programme management of the Employment Service Partnership for Advance
- Designs performance management frameworks across all Advance partner delivery teams
- Manages project related marketing and publicity for the programme
- Works strategically with internal and external partners to ensure effective and sustainable relationships and interventions

Joined Doncaster Council 2021 | Advance Doncaster | catherine.matthews@doncaster.gov.uk

TRACY POPE Employment Manager

Tracy works with businesses and individuals in Doncaster to provide employment support, information, advice and guidance. Day-to-day duties include:

- Supporting businesses with recruitment and upskilling of staff
- Creating bespoke skills analysis for businesses to increase productivity
- Working in partnership as rapid response to redundancy – supporting both the business and employees
- Broker training and development to upskill Doncaster residents, including apprenticeships
- Support individuals in career progression and upskilling

Joined Doncaster Council 2002 | Advance Doncaster | tracy.pope@doncaster.gov.uk

DEBORAH RICHARDSON Business Start Up Advisor

Debbie works on the Doncaster Launchpad programme and has over 15 years' experience working with prestart and existing businesses within Doncaster. Day-to-day duties include:

- Help with supporting individuals and businesses
- Supporting businesses from pre-start to growth
- 1-2-1 help and support delivering a variety of business workshops covering a variety of topics
- Support with funding opportunities
- Delivery of grant programmes

Joined Doncaster Council 2021 | Launchpad | debbie.richardson@doncaster.gov.uk

PAUL TABERNER Employment Manager

Paul works with young Doncaster residents to provide employment support, information, advice and guidance. Day-to-day duties include:

- Supporting individuals through various projects into or towards a career they are passionate about
- Signposting to educational partners for the required qualifications to encourage continuous personal development
- Help people develop the required life/employment skills to gain and sustain employment
- Create partnerships with employers, educational providers and support groups

Joined Doncaster Council 2021 | Advance Doncaster | paul.taberner@doncaster.gov.uk

JO WILLIAMS Employment Manager

Jo works with businesses and individuals in Doncaster to provide employment support, information advice and guidance. Day-to-day duties include:

- Supporting businesses with recruitment and upskilling of staff
- Creating bespoke skills analysis for businesses to increase productivity
- Working in partnership as rapid response to redundancy – supporting both the business and employees
- Broker training and development to upskill Doncaster residents, including apprenticeships
- Support individuals in career progression and upskilling

Joined Doncaster Council 2021 | Advance Doncaster | jo.williams@doncaster.gov.uk