

# Active Gloucestershire



## Job Summary

### Strategic Lead for Place Programmes

**Team:** People and Partnerships

**Salary scale:** Up to £40,000 per annum dependent upon experience

**Contract:** Permanent, full time, 37.5 hours per week [secondments and part time\* hours considered]  
\*PT minimum of 30 hours per week

**Reporting to:** Director of People and Partnerships

**Direct Reports:** 2 x part time Senior Project Officers

**Location:** City Works, Gloucester, and remote working

## Job purpose

Our staff are the heart and soul of Active Gloucestershire. We are looking to recruit a Strategic Lead for Place Programmes to join our friendly, passionate and hard-working team. You will play a key role within the team in developing and delivering our place-based programmes.

As the Strategic Lead for Place Programmes, you will oversee and create the conditions for high quality delivery of our work in Gloucestershire within our priority places. You will also manage the place-based Senior Project Officers, ensuring that success is achieved across this area of the organisation and throughout the movement. Additionally, you will have responsibility for multiple high value contracts, projects and stakeholder relationships, thereby contributing towards the growth of **we can move**.



## Our culture

At Active Gloucestershire, the way in which we work is as important to us as the outcomes we achieve. Therefore, we would like all our employees to embrace our organisational values and behaviours.



Be brave

The best way to see if something works is to give it a go



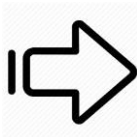
Be curious and listen hard

Gather learning, insight and data and look to understand the experiences of those with perspectives furthest from our own



Stand shoulder to shoulder

Ask for help when you need it, offer it when it will be useful and be prepared to grow ideas together



Go where the energy is

Focus on strengths, emphasise the positive and gently challenge the negative



Build relationships of trust

Invest in others, as much as in getting things done

## Main Responsibilities

### You will;

- Lead and manage the place-based team's delivery of our priority places programmes and support the strategic direction for our place-based work across Gloucestershire (including line management of 2 x PT Senior Project Officers)
- Contribute to learning and evaluation, meeting regularly with our Physical Activity Specialist team; to share learning and produce reports that demonstrate our impact
- Advocate for **we can move** across Gloucestershire, regionally and nationally (especially across place-based networks and clusters)
- Influence policy makers and decision-makers across the county to ensure that physical activity is prioritised wherever relevant
- Manage performance within contracts and the expectations of funders, and sub-contracting elements of work, including overseeing shared roles and outsourcing of work areas when necessary
- Be accountable for all place-based budget areas and contribute towards diversifying income generation opportunities for the charity
- Provide effective relationship management with some of our key stakeholders and partner organisations (such as local authorities, NHS Gloucestershire, national partners and voluntary sector organisations) and increase the number of organisations we work with
- Enable us to achieve our goals, by managing multiple high value projects (including effective risk and issue mitigation and project management processes)

## Our ideal candidate

### Has experience / knowledge of;

- Building relationships of trust is central to all of our work. We need you to be able to demonstrate how you would manage a range of relationships at a senior level and have skills in building and developing strategic relationships (e.g. commissioners, elected members, local authorities and voluntary / community groups)
- Managing our projects well is important to us. We need someone with a proven track record of managing and showing the impact of multiple projects
- To support the growth and influence of our place-based work, we need you to have good knowledge of place-based working, whole systems approaches and the local and national landscape, including Sport England's place investment and local delivery pilots
- Supporting the development and achievements of our team matters to us; we need someone for this role who has previous experience in managing teams and who has had direct line management responsibility
- IT systems support us to do our work well. You must be able to use a range of IT applications. Experience of project management systems is also advantageous
- We get involved in lots of things, therefore having an open mind, work on your own initiative and having a flexible attitude to work and being able to take on a variety of tasks is crucial in this role



### Confidentiality

Data privacy and security is very important to us. Any information you provide will be dealt with in the strictest confidence. It will be stored and managed in accordance with GDPR guidelines.

### Disclosure

Because of the nature of the work of our organisation, we take Safeguarding very seriously. The following information is required for legal reasons. If you have any questions or concerns about this, please feel free to contact our safeguarding leads or a member of the management team.

This post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Applicants are not entitled, therefore, to withhold information about convictions which for other purposes are 'spent' under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action. Any information given will be completely confidential.

If you are successful in your application, you will be required to have a DBS check.

## Equality and diversity statement

As an employer, we are committed to encouraging equality, inclusion and diversity within our workforce. We seek to ensure that our team reflects the communities we serve, knowing that this diversity will help us to better understand their needs and priorities. We recognise our legal obligations under the Equality Act 2010 and aim to ensure that every member of our staff can work in an environment that promotes equality of opportunity, dignity and respect for all. We will not tolerate any unlawful or unfair acts of discrimination against any member of staff, because of a protected characteristic or any other form of harassment or bullying.

We adopt an 'anonymised recruitment' approach to recruiting new employees, which removes the candidate's name, age and gender, ensuring that we hire on a merit only basis.

## Further information

For further information about this role, please contact: Sarah Haden

Email: [sarahhaden@activegloucestershire.org](mailto:sarahhaden@activegloucestershire.org)

Call: 01452 393605