

Post: Positive Pathways Regional Co-ordinator
Contract: Three years
Hours: Fulltime: 35 hrs p/w (part time/flexible working considered)
Salary: £30-35K, (pro rata) depending on experience
Holiday: 22 days + bank and statutory holidays
Location: Yorkshire, home-based. Access to regularly travel around Yorkshire and surrounding areas, and occasionally to other locations in England (such as London) required.
Responsible to: Director of Programmes and Innovation

The Charity

Church Urban Fund has a vision for people and communities all over England to be able to flourish and enjoy life in all its fullness. We have been working in communities for more than 30 years, building partnerships with local people, faith-groups and organisations. Through our three core streams, we work alongside other faiths and secular organisations to bring about positive change. We are committed to creating new ideas and inspiring local people to bring about long-term sustainable change.

The Programme

Funded by The Bramall Foundation, *Positive Pathways* is a homelessness prevention programme, specifically designed to help people with experience of homelessness move forward in life, focus on developing a broad range of life skills and with an end goal of permanent sustainable accommodation and community integration. So far running for two years, core to the programme is developing close relationships with service users through a mentoring and a foundational approach. We recognise that homelessness is a symptom of a deeper relational poverty, which we must address if we want to help people in the long-term. Our vision is of thriving communities across Yorkshire with all who have experienced homelessness as fully contributing members. By the end of five years we will have supported over 1,000 people who are either currently homelessness or at risk of falling back into homelessness if they don't receive relational support.

The Role

The postholder will coordinate the delivery and development of the *Positive Pathways* work which is currently delivered through two partner organisations (*Wellsprings Together* and *Together Middlesbrough and Cleveland*) and five delivery partners (*Complex Lives Doncaster*, *Archer Project Sheffield*, *Hope Housing*, *Inn Churches* and *DePaul*). The role will also directly manage the relationships with two new projects in Doncaster and Sheffield. As we move this project into an exciting new stage of delivery, you will operate as a key liaison between all partners, and between these partners and the Church Urban Fund central staff team.

Key Responsibilities

- Oversight of the Positive Pathways project in Yorkshire and Middlesbrough to ensure we deliver against all grant obligations including delivery targets.
- Oversight of the project budget, ensuring spend reflects what has been agreed, and the contractual arrangements between partners.
- Direct management of Sheffield and Doncaster delivery partners ensuring outputs and outcomes are met.
- Research and develop local project expansion opportunities for all partners and input into centrally developed funding opportunities where appropriate.
- Support all Joint Venture and delivery partners, providing appropriate practical support to ensure work is delivered to the highest standard and opportunities for continuous improvement are seized.

- Create connections and facilitate collaboration with local and national third-party organisations working in the sector.
- Share good practice and learning from the programme, and from wider work in the sector, into Positive Pathways in other regions.
- Take a lead role in the development of the programme including, for example, the creation of new courses for clients.
- Oversee a development grant programme and ensuring all funds in a given year are disbursed appropriately, in accordance with a robust and equitable process which manages risk effectively and maximises impact.
- Work with CUF's Research and Policy team to ensure effective project monitoring and evaluation.
- Oversee the arrangement of events and conferences.
- Promote and communicate the work of Positive Pathways via all forms of media.
- Ensure brand consistency and that all partners have an appropriate understanding of Positive Pathways and reflect this across their communication platforms.
- Prepare reports and updates for project funders.

Person Specification

Person Specification – Positive Pathways Regional Co-ordinator	
ESSENTIAL	DESIRABLE
Education and Training	
Educated to Degree Level or equivalent	
Knowledge and Experience	
At least two years' experience working in poverty-alleviation, preferably within the homelessness sector	Experience in the charity sector, ideally in a service delivery or community context
Experience of successfully managing projects or services aimed at supporting people	Experience of managing services over a dispersed geographical area on a remote basis
Knowledge and understanding of Local Authority and Governmental responses to homelessness	Experience of managing contracts or external partners
Knowledge and understanding of Safeguarding adults at risk of abuse	CUF has a Christian ethos, so a broad understanding of the faith sector would be advantageous
Skills and Attributes	
Self-motivated with a demonstrable ability to learn and adapt	
Able to work on one's own initiative whilst also being a collaborative team player	
Numerate, comfortable with data and the ability to handle budgets	
Excellent interpersonal skills, self-aware and able to instil confidence in others	
Able to embrace change, innovating, adapting and responding creatively to challenges and opportunities	
Computer literate - proficient in Microsoft Office, Power Point, the use of databases, simple Excel sheets and able to quickly pick up new systems	
Ability to work flexibly and travel for meetings	
Based in the Yorkshire area with a full driving licence and own car	

This job description is a statement of requirements at the time of writing and is not contractual. It should not be seen as precluding future changes after appointment to this role.