



Project Manager, Leeds Young Carers Support Service

Based in Leeds

37 hours per week (full-time)

Grade 3 (upper) points 24-28: £30,751 - £34,072 per annum

Permanent contract

Are you a highly motivated self-starter with excellent team leadership and management skills? Do you want to be part of an award-winning organisation that makes a difference? If so, Family Action has an exciting opportunity and would love to hear from you.

At Family Action, we transform lives by providing practical, emotional and financial support to those who are experiencing poverty, disadvantage and social isolation. We have been building stronger families since 1869 and today we work with more than 60,000 families in over 150 community-based services, as well as supporting thousands more through national programmes and grants.

We are looking for a dynamic and experienced manager who can provide day-to-day leadership and management to our Leeds Young Carers Support Service. Family Action was commissioned by Leeds City Council in April 2020 to deliver the service across Leeds. The service has three main elements focused on young carers: 1) the provision of information and advice; 2) specialist support through individual and group activities and 3) awareness raising and practice development amongst other services and organisations in Leeds. As Project Manager, you will lead a team of young carer practitioners who are delivering support to young carers and a team of community engagement practitioners who are leading on practice development and awareness raising initiatives amongst organisations across Leeds.

Your impact

Leading a team of practitioners, you will ensure that the service provides high-quality, outcomes-focused support to young carers and their families working within a multi-agency context and which meets Family Action's safeguarding and practice standards. You will also lead on developing awareness raising and practice development initiatives, so that professionals across other organisations in Leeds have the knowledge and skills to identify young carers and meet their needs at an early stage.

Your skills

You will have a strong track record in service delivery and a focus on quality, performance, safeguarding and management controls. With a client-facing approach you will be passionate about engaging our service users in all aspects of our work including co-production. We want to recruit a 'can-do' and energetic leader who will build and sustain positive working relationships with the team, with key commissioners and future funders, while developing partnerships that will continue to evolve and effectively meet the needs of everyone the service supports.

We are committed to Equality, Diversity & Inclusion in all that we do and welcome applications from all sections of the community. We particularly welcome applications from Black, Asian and minority ethnic candidates, LGBTQIA+ candidates and candidates with disabilities because we are committed



to increasing the representation of these groups at Family Action. We know that greater diversity will lead to even greater results for families and children and strive for our workforce to be truly representative of the diverse communities we support. We offer a guaranteed interview scheme for disabled applicants and will reimburse your travel cost if you attend an interview.

What will we offer you?

We'll offer you flexible working hours, a generous pension scheme and leave entitlements, eye care vouchers, a cycle to work scheme and other great benefits. We have an excellent wellbeing offer and we will invest in your professional development with on-going quality training and career development opportunities. You'll join an established, supportive and high-performing team and have the opportunity to thrive in an innovative organisation that values your opinion, encourages learning and has the needs of children and families at its core.

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We are forward looking, ambitious and committed to continuous improvement. We are a **people focused, can-do** organisation, which strives for **excellence** in all we do and operates with **mutual respect**. If you share these values and behaviours and have the necessary skills, then we look forward to hearing from you.

For an application pack and further information please visit:

www.family-action.org.uk/get-involved/work-us/current-vacancies/

Please email completed applications to: completed.application29@family-action.org.uk

Closing date: Monday 31st January 2022 at 9:00am

Interview date: to be confirmed

Appointments are subject to Family Action receiving a satisfactory disclosure from the Disclosure and Barring Service.

ID: 220

Advert Deadline Extended – if you have already submitted an application you are not required to re-apply.