

## Head of Delivery

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Location: London, UK (Hybrid/Remote work options available with travel throughout the country)

Application deadline: **2pm, Thurs 2nd November**

### Introduction

3Pillars Project is seeking a passionate and experienced Head of Delivery to lead and oversee the effective delivery of our programmes and services. The Head of Delivery will play a crucial role in driving our mission by managing programme development, coordinating with stakeholders, and ensuring that our initiatives have a positive impact on our beneficiaries. You will be passionate about securing positive long-term outcomes for young people and young adults.

3Pillars Project has an exciting opportunity to join our fast-growing team as a Head of Delivery. If you are innovative, proactive, able to engage, mentor and act as a role model to young people whilst also engaging a wide range of partners and supporters, this is the role for you.

In this role, no two days will be the same. The ideal candidate will take a lead in both the hands-on delivery and organisation of our programming in London and the Midlands. You will need excellent interpersonal skills and judgement, and be able to balance the various requirements of the role.

### Background

3Pillars uses sport-based mentoring as a gateway to engage young people in prison and in the community who are vulnerable to crime. The 3Pillars approach offers long-term support to participants, with the aim of enabling individuals to make a positive contribution to society.

### Our Programmes

3Pillars Project delivers three Academies as part of GAMEPLAN:

1. **Rugby Academy** - an in prison eight-week rugby course engaging young men in custody.
2. **Fitness Academy** - community engagement for apprentices, offering in person mentoring and training.
3. **Leadership Academy** - a progression employment, education, or training (EET) support programme, through which apprentices can learn and develop business and leadership skills supported by 1-2-1 mentoring.

Further information on our programmes can be found [here](#)



## **The Position**

As the Head of Delivery, you will act as the central hub around which all three GAMEPLAN programmes are enabled. Reporting directly to the COO, you will lead the delivery of our programmes. This will include creating, nurturing, and managing delivery in prisons, YOI's and within the community, as well as building relationships with partnering organisations and volunteers.

## **Roles and responsibilities:**

- Develop and oversee the implementation of programme strategies to achieve 3Pillars Project's objectives.
- Ensure the delivery of high-quality services and programmes, meeting the needs of beneficiaries and aligning with best practices
- Provide leadership, mentorship, and guidance to programme leads and coaches.
- Collaborate with internal teams, volunteers, partner organisations, and government agencies to ensure effective programme delivery.
- Manage programme budgets, resources, and grant funding to optimise programme delivery and contribute to fundraising and marketing
- Foster a culture of teamwork, innovation, and excellence within the delivery team.
- Manage networks
- Oversee project finances and employee working arrangements
- Implement robust monitoring and evaluation systems to measure programmes outcomes and impact.
- Ensure compliance with relevant legal and regulatory requirements.
- Prepare and submit regular reports to the Board of Trustees and funders.

## **Qualifications and skills:**

### **Essential:**

- Proven experience in programme management, preferably within the non-profit or charity sector.
- A passion for working with young people and people facing adversity
- Strong leadership and team management skills.
- Proven coaching and mentoring experience
- Ability to coordinate training and events to meet the requirements of each project
- Ability to engage, coach and mentor young men in and outside of the prison environment
- Excellent communication, interpersonal, and negotiation skills.
- Ability to work effectively with team, prison staff, people in prison and external organisations
- Excellent computer and written skills
- Entrepreneurial team player who can multitask and has a willingness to learn
- Self-reliant, good problem solver, results oriented
- Able to pass prison service checks/National Security Vetting and enhanced DBS.\*
- Knowledge of the criminal justice system and issues related to re-offending is a plus.

**Desirable:**

- Degree or equivalent
- A passion for sport and developing relationships through sport
- Experience of overcoming adversity or the Criminal Justice System
- Understanding of mental health
- Counselling or mentoring qualification and experience
- Social work/PGCE/teaching/instruction
- Level 2 sports coaching qualification (Rugby an advantage)
- Safeguarding and First Aid experience
- Experience of networking and generating funds

**Terms and Conditions:**

**Wage**            Competitive (£38,000 to £44,000 depending on experience)

**Hours**            37.5 per week

**Contract**        Permanent (6 Month Probation)

**Location**        Flexible working available but ideally you should expect to be in the SW London office 2 days a week plus travelling to delivery sites across the country (prisons and community) for an additional 2 days per week. You will also be expected to support some delivery in the Midlands.

**Culture & Benefits:**

- Birthday Off (on a non-delivery day)
- Be part of a great team
- Ongoing contribution to our improvement
- Monthly supervision coaching
- Team kit
- Pension (5+5%)
- Laptop provided
- Progression opportunities; including ongoing training and funding for relevant qualifications
- 25 days Holiday plus Bank Holidays

**Start Date**        December 2023 (Flexible for the right candidate)

**Essential**        Relevant Experience

**This is an outstanding opportunity for a socially minded, dynamic professional with a genuine passion for inspiring young people.**

**To Apply**, please send the following to [info@3pillarsproject.com](mailto:info@3pillarsproject.com), marked "Head\_of\_Delivery\_SURNAME":

- Curriculum Vitae
- Covering Letter, no more than 2 pages long, detailing why you would like and be suitable for the role. (If you feel you need an alternative method of application, please contact us).



- Please specify where you saw the role advertised

**Application Deadline: 2pm, Thurs 2nd November**

\*We actively support the recruitment of and employ people who have been in prison. We will not discriminate on the basis of a criminal record, but given the nature of our work, applicants must be able to work with children, demonstrated by an Enhanced DBS check. Applicants should also be able to gain prison service clearance in order to enter prisons. This may be delayed if the applicant has served a custodial or suspended sentence.