



A joint venture to support
the local VCSE sector
in Greater Manchester

Recruitment Information Pack

STRATEGIC LEAD

June 2022

Thank you for your interest in this position with 10GM. This recruitment information pack includes the key information about the organisation, the role and details on how to apply.

1. About 10GM

10GM is a joint venture to support the voluntary, community and social enterprise (VCSE) sector in Greater Manchester. The founding partners are: Action Together, Bolton CVS, Macc and Salford CVS. We are local infrastructure organisations operating strategically and collaboratively; our shared purpose is to champion local voluntary and community action and social enterprise across the city-region in order to improve the economic, social and environmental wellbeing of Greater Manchester's people and communities.

10GM operates to cooperative principles and is established as a company limited by guarantee owned by the partners. Its purposes are:

- To **foster social action** for the purposes of empowering communities throughout Greater Manchester and its environs;
- To **strengthen local infrastructure** that supports communities, charities, and similar organisations through facilitating collaborations;
- To **champion local infrastructure** and local communities to bodies concerned with Greater Manchester and its environs.

These are supplemented by our aspirations and values which relate to improving:

- **Equity** – increasing the effectiveness of the VCSE sector in building equality and reducing inequality across the communities of Greater Manchester.
- **Impact** – equipping people and organisations within the VCSE sector to demonstrate and increase the impact on the lives of people who live, work, and study in Greater Manchester.
- **Influence** – support a strong independent voice for the VCSE sector which can shape key areas of policy and decision making.
- **Reach** – enhance communication and collaboration within the VCSE sector and with public, private, and academic VCSE sector partners.
- **Effectiveness** – increase the quality, sustainability, and ingenuity of support to the VCSE sector in all boroughs of Greater Manchester.

and to increasing:

- **Solidarity** – mutual support, sharing insight, knowledge and exploring together.
- **Sharing** – building on our collective strength by sharing our resources, skills, expertise, and people.
- **Opportunity** – collaborating to create projects and win business relevant to our shared ambitions.
- **Positioning** – showing the benefits of a strong, place shaping role in localities and helping to develop solutions for local VCSE sector support in all 10 boroughs of Greater Manchester

2. 10GM's Work

10GM have long experience of delivering community co-design, consultation and resident engagement projects. As well as working as partners ourselves, we have collaborated with many other individuals and organisations to deliver projects. You can see our current work [here](#)

By working together, we involve a wide range of people from the voluntary, community and social enterprise (VCSE) sector in both large scale and targeted engagement and co-design work.

We favour working with a diverse range of frontline groups with specific reach into grassroots communities and our large membership base and networks enable us to do this. 10GM's approach is collaborative, enabling us to make use of established knowledge, wide relationships and trust within the VCSE sector.

For more information on the work that we do please visit www.10GM.org.uk

<h1>Strategic Lead</h1>	Job Description
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Remuneration: £36,371 - £38,553 per annum (NJC scale 32 - 34)	Hours: Full time, 37 hours per week. (Less than full time may be possible, through negotiation)
Contract: Permanent	Location: Hybrid working - 10GM premises and home working as required for service delivery
Line management by: Chief Operating Officer	

3. The Role

It's an exciting time to join the 10GM team! We are recruiting a Strategic Lead to work closely with our other Strategic Lead, Chief Operating Officer and the 10GM Directors.

Using your up-to-date and detailed understanding of national, regional and locality policy you will provide leadership and senior representation; develop and maintain relationships with a wide range of stakeholders; and turn ideas, aims and aspirations into tangible, deliverable projects.

To be successful you will need experience of representing an organisation or partnership at a strategic level and of identifying funding opportunities. Good knowledge and understanding of project and risk management and excellent organisational and time management skills are also needed.

Some of the projects you will be asked to take on are:

- VCSE Leadership Group:** ensuring that local voices are represented and able to shape the Leadership Group's work. (<https://www.vcseleadershipgm.org.uk/>)
- VCSE Accord:** co-ordinating locality engagement and supporting implementation of the three-way collaboration agreement between the Greater Manchester Combined Authority, the Greater Manchester Health and Social Care Partnership and the GM VCSE sector.
- VCSE Commissioning Framework:** working to positively influence commissioning by embedding the recommendations of the Framework within neighbourhoods.
- Home from Hospital Programme:** engaging partners in order to increase the role of the VCSE sector in providing home from hospital services and support.
- Foetal Alcohol Spectrum Disorder Network:** developing peer support with community organisations and parents and carers of children with suspected or diagnosed Foetal Alcohol Spectrum Disorder.

4. Role Description

The main responsibilities of this role are:

- Providing leadership and senior representation in various Greater Manchester structures.
- Influencing at a senior level and making a compelling case for the role of the VCSE sector in general and the role of local infrastructure in particular.
- Maintaining an up-to-date and detailed understanding of national, regional and locality policy affecting the VCSE and statutory sectors.
- Developing and maintaining relationships with a wide range of stakeholders to create strong working partnerships.
- Turning ideas, aims and aspirations into tangible, deliverable project proposals.
- Ensuring that our plans and projects strive to build equality and reduce inequality across the communities of Greater Manchester.
- Identifying funding opportunities, developing written proposals, accurate budgets, and delivery plans.
- Producing regular policy briefings that can be used by 10GM partners to enhance their influencing capabilities.
- Ensuring the delivery of 10GM projects, including accurately reporting progress and outcomes.
- Produce and present high quality oral and written reports on a regular basis.
- Work closely with other 10GM Strategic Leads and ensure regular and effective two-way communication with the Chief Operating Officer and Directors of 10GM, ensuring they are kept abreast of key issues as they arise
- Ensure effective line management and direction to staff, as required.

General asks of everyone that works as part of the 10GM team:

- Uphold and promote the purpose, beliefs and values of 10GM.
- Demonstrate a commitment to social value.
- Undertake training as required.
- Work as a member of 10GM team, and to contribute to the development of policy and good practice across 10GM.
- Work in accordance with 10GM's Equal Opportunities statement and other relevant policies.
- Be responsible for your own health & safety and that of our colleagues, in accordance with the Health & Safety at Work Act.
- Work in accordance with the Data Protection Act and 10GM policies on Data Protection and Open Data.
- Carry out the above duties, and any other reasonable duties commensurate with the responsibilities of the post.

As a member of the 10GM team you will also benefit from:

- Flexible working opportunities

- Ongoing professional development
- 7% pension contribution (1% contribution by employee)
- 25 days' annual leave (Plus 8 bank holidays)
- Work with a large diverse team committed to social justice

5. Person Specification

What you'll need to have to be appointed:		How important is it?	Where we'll assess each:
5a) Skills			
1	Excellent organisational, project and time management skills	Essential	We'll look for these in your supporting statement and at interview
2	Excellent written and spoken communication skills and attention to detail	Essential	
3	Ability to work using initiative; organising and prioritising own workload within an agreed plan	Essential	
4	Ability to develop and maintain strong cross-sector partnerships	Essential	
5	Ability to translate complex idea and concepts into tangible project proposals	Essential	
5b) Knowledge and understanding			
6	Detailed and current knowledge of policies affecting the VCSE and statutory sectors	Essential	We'll look for these in your supporting statement and at interview
7	Good understanding of VCSE's role in Greater Manchester, including the role of local VCSE infrastructure organisations.	Essential	
8	Good understanding of the causes and impacts of inequality and of strategies to promote equality, diversity and inclusion.	Essential	
5c) Experience			
9	Experience of representing an organisation or partnership at a strategic level	Essential	We'll look for these in your supporting statement and at interview
10	Experience of identifying funding opportunities	Essential	
11	Experience of producing project paperwork and briefing documents	Essential	
12	Experience of line-managing project staff	Desirable	Supporting statement

Personal Qualities			
A	Able to work flexibly – including unsocial hours on occasion (early mornings, evenings and weekends)	Essential	You will be asked to answer Yes or No at interview- you do not need to address these in your supporting statement
B	Willingness to continue personal and professional development and to undertake relevant training identified with your line manager	Essential	
F	Willingness and ability to undertake frequent travel throughout Greater Manchester (<i>and beyond on occasion</i>) for work-related meetings and events	Essential	
G	Ability and willingness to work from a business premises and / or a home office, as required	Essential	

6. Recruitment information	
Post	Strategic Lead
Closing date	09:00am Monday 27 June 2022
Interview date	Wednesday 6 July
Contact	For an informal discussion about the role, please contact Graham Allanson, Chief Operating Officer at graham.allanson@10GM.org.uk
<p>To apply for this position, please submit:</p> <ul style="list-style-type: none"> • Your CV (2 pages max) • A Supporting Statement which describes how you meet <i>each of the twelve person specifications</i> above (section 5a, 5b, and 5c). (2 pages max) <p>Please email your CV and supporting statement with the subject 'confidential job application' to: info@10GM.org.uk</p> <p>All applications will receive an email confirming receipt within one working day, if you have not received this, please contact graham.allanson@10GM.org.uk.</p>	