

## Programme Leader

We are looking for Programme Leaders to oversee our intense summer NCS programme living both residentially and in the local community in North Yorkshire, East Riding and Stockton-On-Tees.

The Programme Leader is responsible for the whole running of the programme, both managing staff and young people and the port of call for the programme. This role is suitable for an exceptional people manager with experience in leading and overseeing groups of young people and a staffing team.

Flying Futures NCS programme:

- Challenge: the first residential is designed to challenge and push the young people out of their comfort zone with a residential at an outdoor activity centre
- Skills: the second residential emphasises on developing the young people’s skills with workshop activities and community challenges
- Team challenge: The final stage is for the young people to plan, design and deliver a community action project to make a difference in their community.

All young people who complete the programme become NCS graduates and then become involved in our Flying Futures ambassador programme for more social action and volunteering opportunities.

## About the role

The programme leader remains the sole port of call for the whole programme from start to finish. This is a fulfilling and demanding position which involves managing a team of staff alongside young people.

- Lead and oversee up to 110 young people and up to 20 staff members including volunteers
- Provide support to Senior Mentors, Mentors and volunteers through-out the process.
- Manage timings and processes of the staff team to ensure the programme runs to schedule
- To ensure the highest quality facilitation and pastoral care for all participants
- Maintain safety to be of paramount priority for all young people and staff through-out the programme

Ability to motivate and inspire young people and earning respect	Essential
Belief in young people and helping them take active roles within their communities	Essential
Experience of working in a fast pace and demanding environment	Essential

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Experience of working directly with young people	Essential
Experience in working in a residential environment	Essential
Experience in working in partnerships with schools, community groups and charities	Essential

We also look for all employees to show the following characteristics:

- Trust-building: Works hard to build trust with people. Brings people together in the community
- Responsibility-taking: Takes responsibility for actions and attitudes. Claims and solves problems in the community
- Understanding and Empathy: Works to understand others – their strengths, fears and needs.
- Ready to stand up for someone who is different

## Requirement

All staff who work on our NCS programme must have prior to starting work a returned satisfactory enhanced Disclosure and Barring Service (DBS) dated since 31 January 2014 and two satisfactory references regarding their suitability to work with young people. Flying Futures will assist the application for, and pay for the processing of, a new DBS for staff members where required.

Accommodation, food and travel is included on the residential. Travel expenses will be paid for team challenge where appropriate.

## Further details

This is an excellent opportunity to be involved in an exciting programme that has tangible results and which creates memorable experiences for young people that could last a lifetime. The role is intensive but highly rewarding for the right individuals. It allows you to work closely with young people, develop your leadership skills, gain experience and work together with providing opportunities to organise and facilitate the delivery of high quality Flying Futures programmes.

## Payment

- The salary will be discussed at assessment events, as this varies between spring, autumn and summer programmes.

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- The payment will be made at the end of your contract on evidence of your successful completion of the project.
- Basic Rate income tax and NI will be deducted from the gross amount.
- You will be paid through pay roll (PAYE) unless you are able to provide evidence that you are self-employed and are able to make your own Tax & NI contributions. (subject to suitable insurance cover)
- If you are currently employed in a school/organization based role and you have agreed with them that you can be seconded/released to be able to take on the role as set out above, then we will pay the school/organization directly on submission of an invoice. You will need to negotiate any honorarium or additional days pay with your school or employer prior to applying.

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