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NCS Programme Lead

The Programme Lead will be responsible for leading a programme through the NCS experience. This includes managing staff and young people to ensure the smooth and successful running throughout all phases.

The Programme Lead will manage all staff under their line management, and be responsible for the wellbeing and supervision of all staff and participants. Additionally, the Programme Lead will manage programme logistics, be aware of all incidents for reporting, and manage participant behaviour. This role is the main point of contact for Flying Futures core team for the specific programme. This role is suitable for an exceptional people manager with experience of managing staff.

Successful applicants will be required to complete online training modules, in addition to a 2-day overnight training package and an additional Programme Lead training prior to starting your role on programme.

Location	York, Selby, Harrogate, Scarborough, Whitby, Ryedale, Stockton-On-Tees, Beverley, Goole, Bridlington, Nottingham
Role length	15 – 20 days (area dependent)
Salary	Programme Lead: £1364.16 - £1446.98 (plus holiday pay £198.35 - £210.39)
Line management	None

Main Responsibilities

- Manage the full staffing team for the programme, pastorally and through supervising performance throughout the full programme
- Manage external providers delivery of sessions and provide logistical support
- Ensure staff members are managing the curriculum and achieving the set outcomes



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- Main point of contact for dealing with incidents, accidents and reporting to Flying Futures core team. Ensure all staff members are reporting appropriately and timely.
- Ensure submission of registers, documents and other outstanding documentation are in a compliant and timely fashion
- Attend pre-programme meet (parents evening)
- Any additional duties as requested by Flying Futures in line with salary and responsibilities
- Actively promote and encourage participants to engage in Rant & Rave feedback mechanism in preparation for post programme engagement

Personal specification

Essential	Behaviours	Beneficial
<p>Proven experience of building positive rapport with young people in a variety of cultural, economic and social backgrounds</p> <p>Excellent teamwork skills and ability to collaborate with colleagues</p> <p>Experience of working in a fast paced, and demanding environment with the ability to remain calm in difficult situations</p> <p>Ability to motivate and inspire individuals and team settings to fulfil their potential</p> <p>Experience in managing,</p>	<p>A can-do attitude</p> <p>Empathetic and non-judgemental with a willingness to understand fears, strengths and needs of others</p> <p>Willing to participate fully and enthusiastically in outdoor based activities (may include camping)</p> <p>Motivated to support the learning and development of young people</p> <p>A cheerful and positive role model, with the ability to build a high level of trust with those around them</p>	<p>Experience of working in a residential environment</p> <p>Knowledge and experience of working on social action projects</p> <p>Proven track record of supervising staff and offering feedback</p>



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<p>leading and the supervision of multiple staff over a period of time</p> <p>Ability to be proactive and adaptable in your approach</p>	<p>Dependable, reliable and responsible to hold confidential information</p> <p>A critical thinker to be able to solve problems independently and creatively</p>	
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Start Dates

Phase 1: Adventure – *Outward bound residential week based at one of our sites in the UK or France. Opportunity for participants to be pushed out of their comfort zones, challenged to take part in out of the ordinary adventure activities*

Phase 2: Skills – *Based at the University of York, participants stay in student accommodation and take part in interactive workshops to build confidence, skills and add to their CV!*

Phase 3: Social action – *Participants return home and meet daily to plan, design and deliver a social action project in their local area. Dependent on area, this is over 5 days, or 10 days.*

Dates:

Wave	Location	Phase 1	Phase 2	Phase 3
1	York, Selby, Harrogate, Beverley, Goole, Bridlington	8 th July – 12 th July	15 th July – 19 th July	22 nd July – 2 nd August or 26 th July (Scarborough only)
2	York, Selby, Harrogate, Nottingham, Beverley, Bridlington, Goole	15 th July – 19 th July	22 nd July – 26 th July	29 th July – 9 th August or 2 nd August (Nottingham only)
3	York, Selby, Harrogate, Scarborough, Beverley, Bridlington, Goole	22 nd July – 26 th July	29 th July – 2 nd August	5 th August – 16 th August or 9 th August (Scarborough)



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				only)
4	York, Selby, Harrogate, Scarborough	29 th July – 2 nd August	5 th August – 9 th August	12 th August – 30 th August or 16 th August (Scarborough only)
5	York, Selby, Harrogate	5 th August – 9 th August	12 th August – 16 th August	19 th August – 30 th August

****Must be able to complete full programme (Scarborough & Nottingham programmes are 15 days)***

Safeguarding