



## JOIN THE MADE IN HACKNEY TEAM

# SENIOR PROGRAMME MANAGER

### The Senior Programme Manager will:

- Oversee our impact strategy, ensuring our work continues to inspire communities to grow, cook and eat more plants
- Work to exert influence & deliver services at a grassroots level and across civil society
- Oversee implementation and development of all of MIH's core programming
- Play a key role in fundraising and partnership development to resource our core programmes

### Contract: Permanent

Hours: 31.5 hours per week (4.5 days per week, negotiable)

Salary: £35,000 (pro rata) per annum and 4% pension contribution

Place of work: Hybrid, MIH offers flexibility around working arrangements and location

## INTRODUCTION

Made In Hackney (MIH) opened its doors in 2012 as the UK's first fully vegan community cookery school and charity. Following a period of significant growth, we are seeking an inspiring, inclusive and dynamic Senior Programme Manager to take MIH into the next exciting phase of our journey; one who shares our values and is committed to making a real difference in continuing to grow the organisation and its impact.

As our new Senior Programmes Manager, you will play an integral role as part of our Leadership Team, building on strong foundations and working with a passionate and ambitious team to address health inequalities, improve food access, promote environmental sustainability, and unite communities through the power of plants.

A key output for the Senior Programme Manager will be tying the four core areas of our work together more closely, to further deepen the impact we have within our community:

1. [Cookery School](#) - The heartbeat of our organisation is our cookery classes. These sessions are opportunities to come together, share and learn new skills and cultural cuisines, deepen community connection and inspire positive and lasting behaviour change.
2. [Community Meal Service](#) - In March 2020 we paused our usual programme to launch a COVID19 response, with an emergency direct-to-door community meal service. Today we provide 1000 meals a week across Hackney directly to households who continue to need support with food.
3. **Mentoring Programmes** - 2022 saw MIH launch our first national programme, [Plant Futures](#), aimed at influencing public, private, commercial and community food sectors to evolve their offer to a more plant-centred eating approach. This was followed in 2023 by the successful launch of our innovative [Global Plant Kitchens](#) programme, a free online programme for anyone in the world who wants to set up a vegan community cookery school.
4. **Strategic Partnerships** - MIH is humbled to already collaborate with hundreds of partners from home cooks and community chefs, to grassroots collectives, festivals, charities, housing associations, schools, public health bodies, small businesses, global brands and even celebrities such as Sami Tamimi, Andi Oliver and Olivia Colman.

In addition to unlocking this exciting opportunity, as the Senior Programmes Manager you would bring experience and energy in promoting MIH far and wide, attracting fundraisers and supporters to join us on our journey and help to widen our impact.

Last but not least, as a progressive organisation, we believe in non-hierarchical ways of working and always strive for equity in financial remuneration for all. This is a key ingredient in MIH's culture, so something we would be looking for you to both embrace and champion.

## **ROLE DESCRIPTION**

### **1. Strategy and Business Planning**

- Drive the development of the organisation's strategic plan, collaborating with the Leadership Team, Colleagues and Board of Trustees
- Proactively seek out opportunities to capitalise on the rise of veganism and growth of the plant-based food market and translate these opportunities to grow and enhance our programme delivery and increase the organisation's income
- Responsible for implementing MIH's strategic plan across all current and emerging delivery areas. Proactively identify opportunities for further programme development and improvement.
- Lead programmes, project design and development aligned to the strategic and funding priorities, leveraging expertise from colleagues and insights from evaluation data. Provide cohesive strategic oversight and direction to MIH's interconnected core programme delivery areas.
- Be a proactive member of the Leadership Team to ensure organisational structure and accountabilities are aligned with strategic and operational requirements.
- Collaboratively work with the Finance Manager in the financial planning, forecasting, control, reporting and management of the organisation's finances and resources.

### **2. Fundraising and Partnership Development**

- Proactively collaborate with the Development Manager to build a sustainable portfolio consisting of grants and donations from individuals, corporates, trusts and foundations, as well as earned income streams, to ensure long-term sustainable funding of activities.
- Seek out and develop new strategic partnerships to further MIH's impact whilst maintaining good working relations with pre-existing partnerships.
- Act as a passionate spokesperson for MIH's mission, building on our current position of strength to actively expand MIH's reach, impact and profile. Maintaining and cultivating positive relationships with supporters, donors, other community food-based organisations, businesses and corporate bodies aligned with MIH's mission, including other charities and relevant authorities, food activists, campaign groups and organisations, ensuring all partnerships are developed in line with MIH's plant-based, whole foods approach to food

# PERSON SPECIFICATION

## Will be able to demonstrate

- Knowledge and passion for MIH's vision and mission
- A proven track record in programme and project management across multiple delivery areas.
- Experience in articulating an organisation's vision, and a confident and inspiring public speaker at both events and in the media. Experience in securing significant funding from major donors (trusts and foundations, high net-worth individuals and corporate partners).
- Experience in the development and implementation of organisational strategy.
- Working with a diverse team and empowering members to work to their fullest capacity to achieve the charitable mission and purpose.
- Working with a diverse, inclusive workforce with proactive approaches to inclusion, anti-racism and allyship.

## Will have the following qualities and competencies:

- Exemplary verbal and written communication and people skills, including active, empathetic listening and the ability to derive insights that may lead to opportunities.
- Project management and budget planning skills.
- Comfortable presenting to a group of community members or funders and corporate partners and does both with the same level of conviction, warmth and attention.
- A nimble, agile and dynamic approach to work.
- A track record of adaptability

## Desired but not essential:

- Knowledge of the plant-based food sector
- Entrepreneurial flair and experience
- Experience working with a Board of Trustees

# HOW TO APPLY

**The deadline for the receipt of applications is 5pm on Monday 14th August 2023**

To apply, send a CV outlining your career history and relevant experience for the role and a cover letter outlining what has attracted you to apply for the role of Senior Programme Manager at Made in Hackney and what makes you the right candidate for the role.

**Please send your application to: [rashmi@madeinhackney.org](mailto:rashmi@madeinhackney.org)**

We expect first stage, online interviews to take place week from 15th August 2023.

Second stage interviews will be held in person at Liberty Hall, our cookery school in Hackney, from week commencing 4th September 2023.

If you have any questions about the recruitment process or the role please contact Rashmi Joshi, Operations Manager [rashmi@madeinhackney.org](mailto:rashmi@madeinhackney.org)