



a creative community for male, trans & non-binary people who sex work



Chief Executive Officer Applicant Information Pack

A word from our Chair

Thank you for your interest in the role of Chief Executive Officer at Our Room.

We are at a pivotal moment in our journey. We have recently moved to a new premises in Manchester city centre and are entering an exciting new chapter — one focused on deepening our impact, strengthening our voice, and continuing to stand alongside male, trans and non-binary people who sex work.

We are seeking a CEO who can bring together clear strategic thinking with compassionate, hands-on leadership: someone who will inspire our staff team, nurture our values-led culture, and represent Our Room with confidence and credibility across key sectors and partnerships.

Our Board of Trustees and staff team bring a rich mix of skills, experience and lived understanding, united by a shared commitment to dignity, creativity and social justice. We are now looking for a senior leader who can guide Our Room into its next phase, building on our strong foundations while remaining bold, reflective and rooted in our mission.

We are actively committed to equity, diversity and inclusion and warmly encourage applications from people with lived experience of sex work, people from minority ethnic backgrounds, people of all genders, and people with disabilities. We believe leadership is strongest when it reflects the communities we serve.

We hope the information that follows gives you a sense of who we are, what matters to us, and why this role offers the opportunity to lead a unique and vital organisation.

We look forward to hearing from you.

Michael Stuart (he/him)

Chair, Our Room

About Our Room

Our Room is a values-driven, creative support community working with male, trans and non-binary people who do sex work: an often-hidden population experiencing some of the highest levels of homelessness, trauma, poor mental health and social exclusion in Manchester. For twenty years, we have been a trusted, specialist service providing intensive advocacy alongside creative, developmental programmes that help participants stabilise their lives and imagine new futures.

Our small and specialist team provides a range of services and activities, including:

- Weekly creative sessions providing participants a space to explore and express themselves with confidence, often led by local artists experienced in co-creation and resulting in exhibitions or performance
- 1:1 support and advocacy, tailored to participants' needs enabling them to access the right support for their needs
- Ongoing support for participants on a range of issues including substance misuse, housing, sexual health, mental health and emotional wellbeing

We have over 20 years' experience supporting marginalised people to be seen and heard. Our vision is that male, trans and non-binary people who sex work are empowered to live happier, healthier, more creative lives. As a Manchester-based organisation, we are the only organisation in the UK whose core mission is to support male, trans and non-binary people who do sex work.

We believe that everyone who sex works deserves dignity, respect and safety.

Role description

Title: Chief Executive Officer (CEO)

Location: Manchester City Centre

Working pattern: 4 days per week (30 hours)

Salary: £53,460 FTE (Actual £42,768 0.8) NJC scale point 42

Reporting to: Board of Trustees

Direct reports: Head of Creative, Head of Support and Advocacy, Head of Development and Fundraising

Role summary

The Chief Executive Officer (CEO) provides strategic leadership and operational oversight to ensure the charity delivers its mission, maintains strong governance, and builds a sustainable income pipeline. The CEO acts as the primary external ambassador for the organisation, maintaining partnerships across housing and homelessness, sex work and VCSE sectors. The role is responsible for establishing our inclusive, values-led culture and is accountable for ensuring the charity delivers impact for male, trans and non-binary people who sex work.

Key responsibilities

- Report to the Board of Trustees, ensuring timely preparation of Board papers, communicating relevant information between meetings and facilitating the Board's engagement with ORM and its work.
- Develop and maintain strategic partnerships with leading cultural institutions and with the health and social care and statutory sectors (e.g. VCSE health and wellbeing forums, homelessness partnerships and local/combined authorities), acting as an ambassador for the organisation.
- Provide effective leadership to the staff team, ensuring a positive and collaborative culture, alignment with ORM's objectives and policies and compliance with regulation
- Maintain senior responsibility for fundraising, including working with the staff team to prepare high-quality funding applications
- Overall responsibility for adherence to charity compliance and all organisational policies and working practices, including safeguarding, GDPR, health and safety and HR.

Specific duties

Strategy and governance

- Lead the development and implementation of ORM's vision and strategy in collaboration with the Board of Trustees and staff team, ensuring the organisation achieves impact for male, trans and non-binary people who sex work.
- Report to the Board of Trustees, ensuring timely preparation of Board papers, communicating relevant information between meetings and facilitating the Board's engagement with ORM and its work.

- Lead on actions and provide appropriate and timely updates to the Board related to the organisation's risk register.

Finance, fundraising and partnerships

- Maintain senior responsibility for fundraising, including working with the staff team to prepare high-quality funding applications.
- Develop and maintain key strategic partnerships with leading cultural institutions and with the health and social care and statutory sectors (e.g. VCSE health and wellbeing forums, homelessness partnerships and local/combined authorities), acting as an ambassador for the organisation.
- Oversee accurate financial management of the charity, working closely with the Head of Development and Fundraising to develop and implement budgets.
- Support the ORM team to produce high-quality reports, ensuring all requirements are met and reports are submitted on time, taking responsibility for developing reports where required.

Management and leadership

- Provide effective leadership to the staff team, ensuring a positive and collaborative culture, alignment with ORM's objectives and policies and compliance with regulation.
- Work closely with the Head of Creative to oversee delivery of creative provision and the development of high quality programmes for participants.
- Work closely with the Head of Support and Advocacy to oversee delivery of a programme of person-centred support for ORM's participants, ensuring that people experiencing vulnerability, complex needs or barriers to services are supported and empowered.
- Work closely with the Head of Development and Fundraising to ensure successful delivery of income generation linked to strategic objectives and that reporting to funding partners is completed as required.
- Responsibility for organisational business planning, including tracking KPIs across the charity.
- Drive development of the charity's services and delivery to meet the needs of participants, staying attuned to the external environment and developments in the wider sector.
- Lead activity to develop ways of working, including staffing structures, policies and processes, to allow the staff team to ensure the organisation delivers outcomes for participants.

Other duties

- Ensure appropriate strategies and plans are in place for marketing and communications.
- Working with the staff team, develop and implement the organisation's approach to monitoring and evaluation, ensuring the organisation delivers on objectives and achieves impact for participants.
- Overall responsibility for adherence to charity compliance and all organisational policies and working practices, including safeguarding, GDPR, health and safety and HR.

- Carry out all tasks in accordance with best practice and organisational action plans in respect of ORM's Environmental Action Plan.
- Work in a flexible manner, with a willingness to work evenings and weekends as required.
- Undertake any other duties that may be reasonably required in relation to the position.

Person specification

Criteria	Essential	Desirable
Knowledge		
Knowledge and understanding of the challenges and barriers to accessing services faced by LGBTQ+ people, people who sex work and those experiencing homelessness, often in combination with other needs.	X	
Knowledge and understanding of key national and regional strategy and policy developments related to homelessness, health and sex work.		X
Knowledge of adult safeguarding procedures.	X	
Knowledge and understanding of the VCSE sector, health and social care support and provision for marginalised communities.	X	
Knowledge and understanding of the arts and funding and partnership opportunities within the arts sector.		X
Experience		
Experience of working at a senior level within either an arts and/or health and social care charity.	X	
Experience of developing and implementing strategy within an organisational or team setting.	X	
A strong track record of fundraising and strategic partnership management for arts and/or social care provision.	X	
Experience of managing multiple funding streams, working within tight financial parameters, and managing budgets.	X	
Experience of leading and developing a team of staff and volunteers.	X	
Experience of overseeing and/or leading arts/creative provision that addresses social and political issues.		X
Experience of leading arts engagement programmes with people with lived experience.		X

Experience of safeguarding adults with multiple and complex needs.	X	
Experience of using a trauma-informed approach.		X
Experience of leading person-centred health and social care provision and services for people from marginalised communities.		X
Skills and qualities		
Excellent written/verbal communication and influencing skills, with an ability to represent the charity externally and work with a diverse range of stakeholders.	X	
Strong leadership skills and an ability to develop, coach and motivate a team of staff, with a flexible management style attuned to the needs of a team and organisation	X	
Strong business planning and resource management skills.	X	
Strong organisational skills and a sense of self motivation, with the ability to work across a range of deadlines simultaneously.	X	
Proven ability to develop and maintain successful partnerships, with an ability to provide constructive challenge to ensure partnerships address the needs and desired outcomes for people from marginalised communities.	X	
Ability to act as an advocate for the mission and vision of the organisation internally and externally, including a passion for the impact of the arts and creative practice for people from marginalised communities.	X	
Detailed knowledge of equity, diversity and inclusion and how they are applied within an organisation's culture and delivery.	X	

Terms of employment

- **Contract:** Permanent (subject to a 6 month probation period)
- **Working arrangement:** You will be expected to spend most of your time working from our office in Manchester city centre, with some flexibility to work in a hybrid way
- **Travel:** Some travel to meetings across Greater Manchester
- **Annual leave:** 30 days per year FTE (24 days pro rata) + bank holidays
- **Pension:** 4% employer pension contribution

Application process

To apply for the role, please submit the following to admin@ourroom.co.uk by **5pm on Tuesday 19th May**.

1. Optional: A completed Equity, Diversity and Inclusion form. Whilst this isn't compulsory, we are incredibly committed to inclusivity and accessibility and the information you supply will help us to support Our Room's work towards greater equity and inclusion in our team.
2. An up to date CV.
3. A two-page cover letter outlining why you are interested in the role and how your skills and experience make you an excellent candidate for the role.
4. In your email, please confirm if there are any adjustments we could make to the process to enable you to feel at your most confident.

A note on using AI for your application: If you choose to use AI, please do so skillfully and intentionally to strengthen and sharpen your own words and ideas rather than to replace or invent them. We want to hear your voice and it's usually very obvious to us when AI has done all the heavy lifting.

We are planning a two stage interview process, including:

1. A short, informal virtual interview with one or two trustees to support the shortlisting process and for us to find out more about you and for you to ask any questions about our organisation and the role
2. For shortlisted candidates, an in-person recruitment exercise, including a task/presentation and a panel interview

If you have any questions about the application process, please contact admin@ourroom.co.uk.