

VOYAGE
Hackney Community College
Shoreditch Campus
Falkirk Street, Hackney
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Horizons Youth Programme for the Environment (HyPE) Manager

Job Description

Contract	Fixed term – 3 years, reviewed annually
Hours:	21 hours per week
Salary:	£21,000 to £25,000 depending on experience
Responsible to	CEO and Board of Trustees

Application Instructions

- Please send your CV and a covering letter explaining why you want to work with Voyage.
- In your letter, show your passion for young people we serve and if possible some awareness of how the world impacts them and highlight your empathy, leadership and where possible your lived experience of the communities we serve.
- We value experience over qualifications, though qualifications are welcome.
- We aim to make an early appointment. Shortlisting and interview dates will take place in last week of January
- Feedback will only be provided to shortlisted candidates and only upon request.

Main Purpose of the Job

As our HyPE Manager you will set up, embed and lead the implementation of Voyage's *Horizons Youth Programme for the Environment*, a pioneering employability, mentoring and wellbeing programme combining a weekly Job Club, renewable energy and green-skills training, construction pathways and embedded therapeutic support linked to employment opportunities delivered in partnership with Repowering London, New city College and Talking Quest.

The postholder will oversee recruitment, delivery and progression impact and outcomes for young people (16–21) from New City College, PRUs, Youth Offending Teams, courts, social workers and local schools, ensuring they are supported into

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education, apprenticeships, training or work. We are currently exploring expansion possibilities for the long term unemployed, as an alternative to custody and for refugee communities. We seek someone who can help embed the programme in the community college and assist our plans to expand.

Key Responsibilities

Programme Delivery & Coordination

- Oversee and coordinate weekly HyPE Job Club and associated green-skills and personal developmental activities delivered at New City College and community venues.
- Coordinate and oversee our experienced free-lance delivery team and ensure they are contracted, supported and empowered to lead daily sessions
- Lead delivery partners, to ensure high-quality and consistent programme involvement overlays with renewable energy partnerships, workshops and visitations.
- Support the integration of Talking Quest counsellors into the programme, ensuring seamless coordination of therapeutic support, screening, assessment processes and stepped-care pathways.

Referral & Partnership Management

- Manage strong referral pipelines with New City College, Youth Offending Teams, Virtual Schools, schools and social care teams.
- Plan and prepare foundations for expanding the programme to include Feltham and Belmarsh ISIS YOIs,
- Maintain and develop strategic relationships with employers and training partners in the renewable energy, construction, and wider environmental sectors.
- Work closely with college staff to support on co-delivery of practical training sessions.

Monitoring, Evaluation & Reporting

- Track participant attendance, engagement, progression milestones and wellbeing indicators.
- Prepare reports, reviews and data summaries for the CEO, Trustees and funders.
- Ensure all safeguarding, risk management and compliance procedures are rigorously followed.
- Work with external evaluators appointed externally

Leadership & Support

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- Participate in relevant local and regional forums to ensure HyPE reflects best practice to aid expansion plans.
- Provide leadership across a multidisciplinary team of tutors, youth workers, counsellors and external partners.
- Support young people directly through guidance, motivational engagement and action planning.
- Facilitate reflective practice and contribute to the continuous refinement of HyPE's model.

Skills & Qualifications

- Strong understanding of youth justice, NEET progression challenges and the lived realities of marginalised young people in East London.
- Knowledge of sentencing frameworks, referral pathways and disproportionality issues.
- Project management experience, including partnership coordination and multi-agency delivery.
- Experience in monitoring, evaluation and reporting for youth programmes.
- Excellent communication, relationship-building and presentation skills.

Personal Attributes

- Passionate about youth empowerment, environmental justice and addressing structural inequality.
- Confident leader able to inspire young people and staff teams.
- Organised, proactive and flexible, with strong problem-solving skills.
- Committed to safeguarding, inclusion and trauma-informed practice.
- Business minded and commercially insightful

What You'll Gain

- Employers pension contribution
- Experience working at an inspiring youth charity during a pivotal stage of growth.
- A collaborative work environment that values innovation, inclusion and continuous learning.