

Programme Manager



Too many older people have no one to turn to for support. We believe no older person should have to struggle alone. We're Age UK, the UK's leading charity for older people. We provide information, support, friendship and advice when it's needed most. Our services are a lifeline – could you help us reach even more people who need us?

The job, in a nutshell

Age UK is recruiting for an exciting opportunity for a Programme Manager to develop and deliver funded programmes. This post will work across a variety of projects aimed at improving older people's wellbeing and will partner with teams from across the organisation to develop new programmes responding to the changing needs of older people. Working closely with Age UK's Network of 130+ local and independent Network Partners, this role will work across the life cycle of projects, ranging from the development of new concepts through to the implementation and delivery of funded projects. The focus of the role will change according to the needs of the department and the needs of older people in the future.

The successful candidate would enjoy taking the initiative in challenging circumstances and working in a fast-paced environment. The candidate will demonstrate a high level of expertise in communication and an understanding of complex stakeholder relationship management with challenges that need to be understood and addressed in a timely manner.



"I love working with such an inspirational team, to create and deliver services that older people need the most. My favourite part is hearing from the older people who have benefited from our work."

Sarah Parkes
PROGRAMME
MANAGER

Our values

WE ARE BOLD

In doing what's right for older people - We are unafraid in standing up for older people and in seeking support for our work with them.

WE ACT TOGETHER

With and for older people - We act as one team, collaborating to get things done.

WE ARE FOCUSED

On what makes most impact for older people - We never forget that older people are at the heart of everything we do.

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What you'll do for us:

- As a proactive, organised and focused colleague you will bring experience of working on a range of complex projects to drive forward the development and delivery of Age UK's funded programmes.
- You will ensure the work is delivered to a high to standard, benefiting older people and the Age UK Network.
- You will quickly develop excellent working relationships with your team, the wider department and colleagues across the organisation, particularly in our Fundraising division.

Must have's:

- Experience of developing new funded programmes, from inception to delivery, including consultation with stakeholders and bid development.
- A substantial and successful track record of programme and project management delivering at all stages.
- Experience of working in a fast paced, complex environment, working collaboratively with a diverse range of stakeholders and project managing cross-divisional work.
- Experience of working with and reporting to a diverse range of funders including corporate, health and local authority commissioners, government departments and grant-making bodies.
- Experience of preparing and managing a budget and financial processes.
- Developing and managing successful multi-sector partnerships and relationships.
- Demonstrable people management.
- Ability to communicate with a wide range of people, including external representation of Age UK.

Great to have's:

- Demonstrable people management.
- Experience of designing and delivering multi-faceted programme evaluations.
- Experience of managing consultants and external agencies.

Location

Hybrid

People management

Yes

Division

Network Support



ageuk.org.uk

Age UK, 7th Floor, One America Square, 17 Crosswall, London EC3N 2LB.
Registered charity number 1128267. Company number 6825798.

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- Experience of working in charitable sector, and with older people.

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