



CHANGING ATTITUDES
TRANSFORMING LIVES
CREATING SECOND CHANCES



THE CLINK CHARITY

REINTEGRATION AND EMPLOYMENT LEAD (PRISONS & THROUGH THE GATE)

Salary: £38,000 FTE

Contract: Permanent

Working pattern: Full-time; 39 hours p/w

Location: HMP Brixton, HMP Downview, HMP Send, The Clink Cafe in Herne Hill and the South East

Applications will be reviewed on a rolling basis

ABOUT THE CLINK CHARITY

The Clink Charity, founded in 2009, aims to prevent and reduce reoffending through training, rehabilitation, and support. We deliver hospitality and horticulture training behind the prison walls and in the community by creating an environment where our students are supported to gain the skills, confidence and qualifications they need to rebuild their lives.

Since that time, we have trained approximately 5,000 people in prison and delivered 2,600 City & Guilds qualifications in a variety of hospitality and food courses.

What makes The Clink so unique is our post-release support and mentoring programme that rehabilitates an offender back into society through assistance with health and mental health issues, housing, employment, family connections and friendships.

The charity operates an award-winning fine-dining restaurant open to the public inside HMP Brixton, training kitchens in the prison estate, horticulture projects at HMP Send and HMP Erlestoke, a commercial bakery in Brixton, and a bespoke delivery service, Catered by Clink.

Additionally, Clink Events is our social enterprise catering business with food produced by the women in HMP Downview and also in an additional kitchen at Herne Hill and then served by alumni on front of house at some of the best venues in London including: the Guildhall, the Science Museum, Cutty Sark, Kew Gardens and the Camden Roundhouse. In 2024, across 218 events, The Clink fed 36,000 people.

More information can be found on our [website](#) and social media channels.



JOB PURPOSE

The Reintegration and Employment Lead (Prisons & Through the Gate) is responsible for leading the delivery of high-quality reintegration and employment support across multiple prison establishments and into the community, as well as across our youth projects.

This is a visible operational leadership role, working across a portfolio of prisons to ensure individuals are supported to leave custody with realistic employment opportunities, coordinated Through the Gate support and the practical tools they need to secure and sustain meaningful employment post-release.

The role also supports our youth café projects in South London and Guildford, working alongside Chef Trainers and Youth Support Workers to ensure that young people at risk of offending are supported to progress into further education, employment or training following graduation from the programme.

You will lead and develop a geographically dispersed team of Support and Employment Workers, building strong relationships with prison governors, prison staff, probation, employers and community partners to ensure a consistent, high-quality service across all locations.

By providing effective leadership, driving continuous improvement and maintaining the highest professional standards, you will help people build positive futures through education, training and employment, contributing to reduced offending and reoffending and safer communities.



KEY RESPONSIBILITIES

Operational Leadership

- Provide visible operational leadership across multiple prison establishments and community locations, ensuring a consistent, high-quality employment and reintegration service.
- Lead, motivate and develop a geographically dispersed team of Support and Employment Workers delivering support both within prisons, post-release and across our youth projects.
- Create a positive, collaborative and high-performing team culture through coaching, supervision, mentoring and regular one-to-one support.
- Manage workloads, resources and priorities across multiple sites to ensure services remain responsive to operational needs.
- Conduct regular quality assurance, case reviews and performance discussions to maintain high standards of practice.
- Report to the Head of Training and Impact and the wider SLT on the delivery and impact of the Reintegration and Employment team, ensuring they are kept informed of performance, outcomes and the impact of interventions.

Through the Gate Delivery

- Lead the delivery of an effective Through the Gate service, ensuring seamless continuity of employment support from custody into the community.
- Work closely with prison teams to embed employment planning throughout an individual's custodial journey.
- Ensure every participant has a realistic and personalised employment plan that continues beyond release.
- Oversee effective release planning and handover arrangements so individuals are connected with employers, probation, mentors and community services immediately following release.
- Identify and help remove barriers to employment, including housing, benefits, transport, digital inclusion, health and wellbeing.

Youth Project Delivery

- Lead the delivery of high-quality support and progression pathways for young people participating in our youth café projects in South London and Guildford.
- Work closely with Chef Trainers and Youth Support Workers to ensure each young person receives coordinated support throughout their programme and is prepared for progression following graduation.
- Ensure every participant has a realistic and personalised progression plan, focused on further education, employment or training and reflecting their individual aspirations, skills and circumstances.
- Oversee effective transition arrangements at the end of the programme, connecting young people with employers, education and training providers, mentors and other appropriate community support.
- Identify and help address barriers to successful progression, working with colleagues and external partners to ensure young people can access the practical and personal support they need.
- Monitor progression and sustained outcomes following graduation, ensuring the impact of the youth programmes is captured and opportunities for improvement are identified.

KEY RESPONSIBILITIES (CONT)

Employer and Partnership Development

- Build and maintain strong relationships with employers to secure meaningful employment opportunities for prison leavers and young people progressing from our youth programmes.
- Develop productive partnerships with HMPPS, Probation, prison governors, prison employment leads, local authorities, education and training providers and voluntary sector organisations.
- Represent the organisation confidently across prison establishments and community settings, adapting delivery to local operational requirements while maintaining consistent service standards.
- Promote the benefits of inclusive employment and encourage employers to create opportunities for people who may face barriers to entering the workplace.

Performance and Service Improvement

- Monitor and manage performance against contractual KPIs, organisational objectives and progression and employment outcome targets.
- Analyse performance data to identify trends, improve delivery and maximise sustained progression and employment outcomes.
- Prepare accurate reports for senior managers, commissioners and funders as required.
- Identify opportunities for innovation and continuous improvement, sharing best practice across all areas of service delivery.
- Ensure participant records and case management systems are maintained accurately and in a timely manner.

Safeguarding, Risk and Compliance

- Ensure full compliance with HMPPS requirements, safeguarding procedures, organisational policies and relevant legislation across both custodial and community settings.
- Ensure that safeguarding practice reflects the different needs and requirements of adults and children, with particular regard to the enhanced safeguarding responsibilities associated with working with young people under the age of 18.
- Ensure appropriate safeguarding arrangements are embedded within the youth projects, working closely with Support Workers and other colleagues to identify concerns, manage risk and escalate or refer safeguarding issues appropriately.
- Promote a culture of professional accountability, confidentiality, appropriate professional boundaries and safe working practices across all areas of service delivery.
- Identify, assess and manage operational and safeguarding risks, escalating concerns promptly and appropriately.
- Ensure the safe handling of sensitive information in accordance with UK GDPR, data protection requirements and organisational policies.
- Maintain an up-to-date understanding of prison security procedures and ensure these are consistently applied across all establishments.

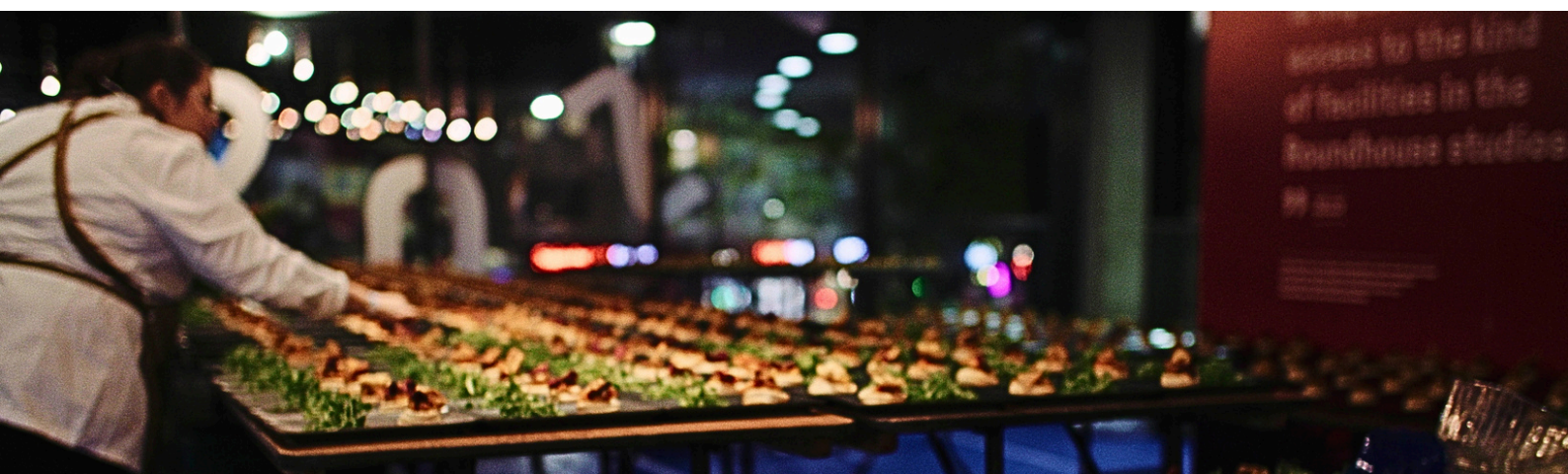
PERSON SPECIFICATION

Essential Experience

- Significant experience of supporting prison leavers, young people at risk of offending, or individuals facing complex barriers to achieve positive and sustainable employment, education or training outcomes.
- Demonstrable experience of delivering or managing Through the Gate, reintegration, employability, youth or similarly complex support programmes.
- Proven experience of successfully leading and developing geographically dispersed or multi-site teams.
- Experience of working across multiple prison establishments or similarly complex operational environments.
- Experience of working effectively with young people with complex or multiple needs, including those at risk of offending or disengagement from education, employment or training.
- Experience of building effective partnerships with HMPPS, Probation, employers, education and training providers, local authorities and community organisations.
- Experience of managing services against contractual KPIs, performance targets and outcome measures.
- Experience of using performance data to improve operational delivery and achieve measurable outcomes.
- Experience of quality assurance, case management oversight and continuous service improvement.

Knowledge

- Strong understanding of the criminal justice system, reintegration and resettlement.
- Good understanding of the challenges faced by individuals transitioning from custody into employment and the barriers that can prevent successful resettlement.
- Good understanding of the challenges faced by young people at risk of offending or disengagement, and the support required to enable successful progression into education, employment or training.
- Strong understanding of safeguarding, risk management and professional boundaries, including the different safeguarding requirements associated with working with adults and children under the age of 18.
- Understanding of employer engagement, inclusive recruitment practices and the barriers faced by people who may be disadvantaged in the labour market.
- Awareness of employment, education and training pathways and relevant labour market opportunities.



PERSON SPECIFICATION (CONT)

Skills and Competencies

- An inspiring and supportive leader who motivates others to deliver excellent outcomes.
- Outstanding interpersonal and relationship-building skills, with the ability to engage confidently with prison staff, young people, employers, commissioners and partner agencies.
- Excellent coaching and people management skills.
- Strong organisational skills, with the ability to manage competing priorities across multiple locations and areas of service delivery.
- Excellent written and verbal communication skills, with the ability to adapt communication appropriately for different audiences.
- Strong analytical and problem-solving ability, using evidence and sound judgement to make informed decisions.
- Confident in the use of Microsoft Office and electronic case management systems.
- Able to work independently while managing a complex and varied operational workload.

Personal Qualities

- Passionate about reintegration and creating opportunities for people to make lasting positive change.
- Committed to improving outcomes for prison leavers, young people at risk of offending and others who have experienced disadvantage.
- Able to build trust and rapport while maintaining clear and appropriate professional boundaries.
- Highly professional, resilient and personally accountable.
- Calm and adaptable when working in challenging and changing operational environments.
- Collaborative, approachable and committed to supporting colleagues to succeed.
- Committed to equality, diversity and inclusion in both employment and service delivery.

Additional Requirements

- This is a highly visible operational leadership role requiring regular travel between prison establishments across the Home Counties, Oxfordshire and Wiltshire, as well as our youth projects in South London and Guildford.
- The successful candidate will be expected to spend a significant proportion of their working week on site, either within prison establishments or at our youth projects, building relationships with local teams, supporting staff, engaging with employers and partners, and maintaining a strong operational presence across the service.
- The post holder must be able to meet the security clearance requirements necessary to work within HM Prison establishments.
- A full UK driving licence and access to a vehicle is desirable, or the ability to travel efficiently between locations.

REPORTING LINES & MANAGEMENT EXPECTATIONS

You will report directly to the Head of Training and Impact, the Executive Leadership Team, but also work closely with the Operations team in the prisons and related Clink project leads in the community.

GENERAL CLINK CHARITY INFORMATION

All staff are expected to:

- Comply with all current legislation
- Comply with all prison operational policies
- Comply with The Clink Staff Handbook
- Undertake such other duties within the scope of the post as may be requested by your Manager

Special Requirements:

- Must be able to pass prison security vetting process to be able to draw keys.
- Must have a valid driving licence .

Benefits:

- 28 days holiday plus bank holidays
- Company pension scheme
- Free meals on duty when based in a restaurant or visiting for business



HOW TO APPLY

If you would like to apply for this post, please send your CV and a supporting statement (maximum 2 sides of A4) to Lizann Barnwell - lizann@solution22.co.uk

In your supporting statement you should ensure that you try to address the desirable criteria set out in the person specification for the role. Make sure you give evidence which shows how you meet the criteria, not just telling us that you did it.

Interviews will be arranged on a rolling basis for this role, so early applications are encouraged. The deadline for applications is Monday 31st August at 0900.

We do not send individual acknowledgment of applications due to the high volume we receive, and we will only contact candidates who are shortlisted for an interview. If you do not hear from us within two weeks of the closing date, your application has not been successful on this occasion.

If you would like an informal chat about this role, we can offer a call with a member of The Clink Team. Even if you feel you do not meet some of the criteria listed above, we would still welcome applications from passionate candidates who are keen to make a difference.

Appointment process

Applicants who have demonstrated that they meet the desirable criteria set out in the person specification will be contacted and interviews arranged on a rolling basis.

Interview

If you are shortlisted for interview, you will be invited to a selection process. A panel of two or more, including the recruiting manager conducts all interviews. If there are any special arrangements associated with the selection process e.g. tests or presentations, you will be informed accordingly.

Interview outcome

If you are invited to attend an interview, you will be informed either verbally or in writing of the outcome. The successful candidate will have the decision confirmed in writing as an offer of employment. Unsuccessful candidates will be offered the opportunity for feedback.

References

If you are successful in your application, you are asked to provide us with the details of two referees. We only contact referees with your permission after an offer of employment has been made.

All offers of employment are conditional upon the receipt of references that are satisfactory to The Clink Charity, verification of right to work in the UK and where applicable, verification of qualifications and Disclosure and Barring Service (where required).

Personal information

The personal information that you have supplied will only be used for recruitment and selection purposes. You should refer to the Privacy Notice on our website, which sets out how The Clink Charity will deal with the personal and sensitive data you have provided in your application form and supporting information.

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We welcome all applicants and are keen to enhance our team to reflect the diversity of the UK and the communities we serve. We would like to encourage applications from disabled people, those from LGBTQIA+ and Black, Asian and Minority Ethnic backgrounds and those experiencing other forms of marginalisation, as they are underrepresented at this level. In addition, as this role works directly with people in prison and those at risk of offending, those with lived experience are encouraged to apply.

Accessible recruitment

The Clink Charity is committed to making our recruitment process and workplace accessible to all. If you are an applicant with a disability and/or have any specific needs or adjustments that you would like us to consider, at application, interview, or appointment stage, please make us aware in your application.

