

Programmes Manager – London

Location: London, hybrid, with two days per week in Barking office
Reports to: Head of Communities and Partnerships
Contract: Full time, 12-month fixed term contract*
Salary: £37,000 – £39,000
Benefits: 25 days annual leave plus bank holidays, 5% pension contribution, employee assistance programme, flexible working, among others.
Click [here](#) to find more information on our commitments and benefits.

Blaggrave is a disability friendly employer. Please contact Valeria at hr@blagravetrust.org if you have any questions or would like to receive this document in a different format.

This role is subject to Enhanced DBS and two references. You must have the right to work in the UK.

About the Blaggrave Trust

Blaggrave is a funder that works alongside young people, communities and partners towards social justice. We fund and stand alongside young changemakers – listening deeply to what they and their communities tell us about the injustice they face and co-creating programmes and activities that spark the greatest local impact. We also invest in the local youth sector, and in physical spaces; buildings that will remain rooted in communities, supporting long-term local benefit.

Role Purpose

As we launch our new strategy in 2026, we are expanding our place-based work in London, including through a partnership in Barking & Dagenham to create a youth hub in the area. We're seeking a Programmes Manager who can collect local insight, support local young people and their communities to guide our work, build strong local relationships, support our grant-making including managing place-based grants, and bring in additional capital to the area.

We are seeking someone who can work proactively, managing projects and programmes with skill and good judgement, great people skills, and who is rooted in the area—by living locally, growing up locally, working within local networks, or with a demonstrable track record of relationships with local institutions.

Success in this role looks like:

- A stronger Blaggrave presence and impact at a local level
- Growing networks of trust and solidarity in Barking & Dagenham
- Established partnerships, both financial and operational, that support and further Blaggrave's strategic aims
- Local young people facing deep-rooted inequality and their wider communities are effectively leading our work and able to participate freely and safely
- Local grant partners feel supported, trusted and clear on expectations

** Please note that Blaggrave is currently trialing a four day working week. At present, full-time hours total 32 per week. This arrangement may change following the outcome of the trial and could increase to a maximum of 37.5 hours per week.*

Key Responsibilities

Partnerships

- Manage relationships and projects with operational partners to ensure project aims are met successfully, harmoniously, on time and on budget
- Build and maintain trusted relationships with a wide range of local stakeholders, including youth organisations, community groups and grassroots leaders, local authority teams, schools, colleges, funders and voluntary sector networks
- Work closely with colleagues across the organisation to explore partnership or funding opportunities aligned with strategy, actively developing local opportunities

Community Engagement

- Conduct, commission or collaborate on structured mapping of youth and community services and infrastructure, networks, gaps in provision, influencing structures and decision-making spaces, opportunities for partnership, service provision and innovation
- Design and lead community engagement activities as required, ensuring safeguarding and ethical practices are embedded; ensuring we uphold the wellbeing of everyone we work with

Establish and support steering group

- Work with partners and facilitators to convene and support an intergenerational steering group of local people experiencing deep-rooted inequality, to guide the development of a youth hub in Barking, providing coordination, communication and relationship management of the group
- Act as a conduit between the Steering Group and the wider organisation by sharing feedback and championing their ideas to influence decision-making

Grants

- Under the guidance of the Head of Grants, identify the need for, and design and develop new grants programmes and partnerships that support the Grants Strategy in London
- Manage partnerships with local grant partners, ensuring they are supported to flourish, and we do everything we can to support their thriving
- Manage and maintain the grants and relationship management database (Salesforce) to ensure timely and effective tracking of grants and partnerships
- Play an active role in the Grants team, contributing to team learning and best practice

Learning and insight

- Collect local intelligence and insights from grants data and community engagement and share internally and externally to inform future programmes and the wider youth led change and community wealth building sectors
- Produce accessible reports (e.g. on local mapping findings), for internal and external stakeholders, presenting where appropriate

Communications

- Work with partners using accessible and inclusive media (including press, social media, printed and digital content to suit different audiences) to share messages about our work and promote events and opportunities

Events

- Alongside local partners, design, coordinate and deliver vibrant community events that centre youth and community participation
- Manage logistics, partner involvement, young people's and community participation, and promotion

General

- Represent the Blaggrave Trust externally at meetings with partners, contractors and peers as required
- Show an active commitment to anti oppressive and anti-racist practices including attending organisational training and reflection sessions to implement into your and Blaggrave's work
- Attend regular training to support learning and development
- Provide general support across Blaggrave where additional capacity is needed

Person Specification

We're looking for someone with deep personal or professional roots in Barking & Dagenham – who can use their networks to fast track our work and provide local insight on how partners work together. You'll be a natural connector who builds trust quickly and genuinely, as well as an organised person who can drive projects forward under their own steam and keep accurate records. You'll have a deep commitment to anti-oppressive practice and creating spaces where young people feel seen, heard, safe, and equipped to tackle the injustice they experience.

	Assessment stage	
	Application	Interview
Essential		
Experience in community engagement or development, with young people and/or communities experiencing inequality	X	X
Strong alignment with our values and approach	X	X
Deep understanding of social justice and power dynamics in relationships		X
Strong organisational, planning and project-management skills	X	X
Personal or professional roots and networks in Barking & Dagenham	X	X
Exceptional interpersonal skills, with proven ability to initiate, build and maintain meaningful, values-led partnerships, financial and operational	X	X
Clear communication skills across written, verbal and digital formats	X	
Independent working style with excellent judgement and ability to self manage.		X
Understanding of safeguarding policies and practice, with experience of escalating safeguarding concerns.		X
Experience designing and managing grant programmes either as a grantee or as a funder	x	x

Desirable	Application	Interview
Experience of participatory grant-making involving young people or community members	X	X

Experience with place-based work that spans different sectors, including local authority, voluntary and community sector, youth sector	X	
Understanding of community asset development and/or community wealth building	X	
Experience with mapping exercises, community research or local intelligence gathering	X	
Event management experience, with attention to inclusion and accessibility	X	X
Experience in convening groups, hosting conversations and creatively facilitating collaborative processes	X	
Experience managing budgets or contributing to financial decision-making in a collaborative and transparent way.	X	

How to Apply

Please apply in writing by submitting a brief CV and a covering letter (no more than two sides of A4) outlining what you would bring to the role. Please refer to the job description and respond to the person specification, ensuring your application meets the essential application stage criteria.

Deadline: Wednesday 16th September, 11.30pm

How to apply: Send your application to hr@blagravetrust.org by the deadline above. Please also complete our **equal opportunities form**.

For questions about the role please contact Valeria Tavares on hr@blagravetrust.org

Interviews are likely to take place in the week commencing 28/09/26. We hope interviews will be in person, in our office in East London.

Our Commitments

We are committed to anti-oppressive practice, equity, and wellbeing — for our partners, communities, and our own team. We especially welcome applications from people with lived experience of the issues we work on. As a disability-friendly employer, we are committed to ensuring our recruitment process is accessible and will offer an interview to candidates who declare a disability and meet the minimum criteria for the role. We are committed to safeguarding children and adults at risk, to promoting the welfare of adults, and keeping all those who come into contact with our work safe from harm.

We will only ask for sensitive information, including convictions and cautions, that we're legally entitled to know about. Most of our staff and volunteers will be in positions of power and a Disclosure and Barring Service (DBS) check must be completed by anyone who meets government's criteria. We don't want this to be a barrier to those who have the potential to add great value to the work we do. If you have any questions regarding DBS check, please contact the Designated Safeguarding Lead, Valeria Tavares, at valeria@blagravetrust.org.



All information disclosed for the purposes of employment or consultancy will be used for the sole purpose of assessing whether an individual is suitable and appropriate for a specific role and/or if any arrangements around supervision and support might be required. All information gathered as part of our recruitment processes will be treated sensitively, with confidentiality strictly maintained, and according to our Privacy and Data Protection policy. Our **Safer Recruitment Policy** can be found [here](#)