



Head of Programmes and Policy

Hours: 37.5 hours per week

Pay: £55,000

Office base: 250 Euston Road, London NW1 2PG

Role/job description

Purpose

Pathway is a unique national charity. We have two mutually reinforcing purposes:

- i) to improve health and care outcomes for people experiencing homelessness, and other forms of profound social exclusion,
- ii) to use the evidence and experience we generate to campaign for the policy changes that will prevent homelessness and social exclusion in the first place.

Pathway's successes since our foundation in 2010 have been based on working intimately within the NHS, strong clinical leadership, a commitment to evidence based practice and research, the involvement of lived experience throughout, and a driving commitment to quality improvement, health equity and social justice.

This is an exciting time for us. In spring 2021 Pathway' Board agreed a strategic merger with Crisis, the national homelessness charity. Under the merger agreement Pathway becomes a wholly owned subsidiary of Crisis but maintains its own operational and organisational independence. The new relationship with Crisis gives Pathway a strong degree of financial certainty and allows us to take a strategic, planned approach to our work.

To strengthen our small core team and increase our capacity to deliver we are now looking to recruit a Head of Programmes and Policy. This is a new role and will join our senior management team and play a leading role in driving forward our work over the next ten years.

The Role

- Act as a member of Pathway's Management Team, contributing to the development of the organisation's strategy helping us achieve our charitable objects, and foster Pathway's values and ethos
- To work on strategic and tactical issues facing the charity, alongside the CEO and the other members of the Senior Management Team.
- To lead the development of a consistent approach to project and programme management for the organisation.
- To ensure the organisation meets its external reporting requirements to funders and other partners, including with Crisis
- To support the senior management team in strategic planning
- To develop and lead projects within the organisation and manage internal and external staff as appropriate
- To represent Pathway in formal partnerships including in the VCSE Alliance consortium with Groundswell and Homeless Link
- To represent Pathway in public, and in senior level meetings with Government, NHS and third sector partners
- To head up and manage the operational arm of Pathway which includes Communications, Lived Experience programme, Pathway Fellows' programme, Faculty networks and data collection and analysis
- Substantial input to the arrangements of the Faculty for Homeless and Inclusion Health annual two day international conference, including securing and liaising with speakers
- Working with the CEO and Medical Director, to co-ordinate Pathway's policy work, including liaison with Crisis policy staff as part of the Crisis group
- Work closely with Pathway's Partnership team to support their work in spreading Pathway's hospital team model

Person specification

Essential attributes

1. Significant senior experience of working within the health or health inclusion field preferably within the NHS, public health and/or in health focussed think tank or health/inclusion relevant 3rd sector organisation
2. Knowledge of NHS structures, policy and practice including awareness of quality improvement as a discrete area

3. Knowledge of NHS commissioning structures and practices and local authority housing and homelessness policy and structures
4. Knowledge of UK health inequalities policy and of inclusion health and housing policy
5. A track record of leading research, service or policy development projects or programmes in healthcare or a related field or of managing clinical services in the NHS to time and budget
6. Demonstrable experience of project and programme management
7. Strong oral and written communications skills including presentation skills
8. Analytical skills and understanding of the complexities of health quality and performance data
9. Experience of line managing staff and the ability to lead, manage and motivate a small multi-disciplinary team to deliver a diverse programme of work
10. Demonstrable experience of working successfully within a team
11. Strong negotiation skills including the ability to secure funding for projects
12. Knowledge and experience of internal and external communications and marketing
13. An interest in and able to sign up to the ethics of Pathway's work, including a firm commitment to basic human rights and eradicating discrimination

Desirable attributes

1. Qualifications in a clinical discipline such as nursing, medicine, occupational therapy
2. Post graduate qualifications in a relevant discipline
3. Experience of charity sector governance
4. Experience of central, regional and/or local government
5. Demonstrable training or qualification in project management
6. Lived experience of homelessness or other forms of severe social exclusion

Key contacts: Clinical and other Pathway staff and Pathway fellows, Members of the Board of Trustees, representatives of Crisis and other funding bodies, members of the Faculty for Homeless and Inclusion Health, other stakeholders for Pathway's projects including in hospitals and NHS commissioning organisations, other 3rd sector charities and local and central government

Responsible to: Pathway's Board of Trustees

Accountable to: Pathway's CEO

Responsible for: Staff working in the Operations Team

Working at Pathway

Pathway's office is in London but with limited desk space. When current Covid restrictions allow, the postholder will be expected to split their time between the office and working from home – precise arrangements to be agreed with the CEO.

Pathway is an equal opportunities employer and will make any necessary adaptations for a disabled employee

Other benefits

Holiday entitlement: 30 days plus bank holidays

Pension: Pathway's employees are automatically enrolled into the Nest Contributory pension scheme (which was set up by the Government). Contributions are made as follows:

- Full time salary £30,000 or below: employer contributes 7% and employee contributes 1%
- Full time salary £30,001 and above, employer contributes 3% and employee contributes 5%

Travel to work loan scheme: An interest free season ticket loan (maximum £5,000) or bicycle loan (maximum £500) repayable over 12 months is available

June 2021