



**ALTITUDE**  
FOUNDATION

## **Programme Manager (STEM and Digital)**

**An exciting opportunity has arisen for a dynamic, innovative and passionate Programme Manager to take the charity's intervention programmes to the next level as we emerge from the pandemic and tackle post-covid educational disadvantage. You will be based in an ambitious new charity that seeks to become a beacon of excellence in tackling social mobility in the region, working in a role that provides massive potential for professional development and leadership opportunities.**

*Salary:* £28,000-31,000p.a. (or pro rata as appropriate), negotiable depending on experience

*Contract:* we welcome applicants looking for a full- or part-time position

*Location:* we operate a hybrid model of home- and office-based working, with an office in Newcastle upon Tyne and some travel across the North East of England to delivery locations expected

### **About the Role**

Altitude Foundation is a brand new, North East based charity with big ambitions. We aim to create a world where all young people with a passion for technology are enabled to smash social barriers to achieve a successful career.

Working with young people across three age-targeted intervention programmes- 13 to 16, 16 to 18, and 18 to 21- and with a particular focus on STEM and digital, Altitude Foundation provides access to the finances, social capital, opportunities and the supportive relationships needed to succeed in tertiary education and beyond. The charity is particularly focused on supporting young people who may experience socio-economic and cultural barriers to progressing to a career in the technology sector.

Reporting to, and with the support of, the General Manager, and managing two Programme Officers, you will be responsible for leading the Foundation's delivery and developing the programme for the future. You will provide impactful interventions that maximise young people's potential to progress to Digital and STEM careers. You will help to create a safe, secure environment where all participating young people are enabled to fulfill their potential.

Given the dynamic nature of the Charity as a start-up venture, you will need to be flexible to respond to the needs of the organisation, commensurate with the level and responsibilities of the post.

**We are looking for exceptional candidates who can demonstrate:**

- Demonstrable experience of developing and delivering activities and events in collaboration with external partners and volunteers
- Experience of working with young people to achieve a defined social outcome
- Empathy with young people from disadvantaged backgrounds and understanding of the socio-economic barriers that they face
- Experience of leading teams to achieve shared objectives
- Experience of safeguarding young people
- Excellent organisational skills and the ability to multi-task
- Excellent verbal and written communication skills, with the ability to credibly engage with a range of audiences
- Experience of developing materials and resources aimed at engaging and supporting young people
- The ability to work independently, on own initiative, and also as part of a team, to deliver on successful outcomes

**It would be great if you have:**

- Line management experience
- Experience of working with young people to achieve a defined social outcome
- Highly developed digital skills
- A passion for technology and a commitment to the North East region
- Knowledge of the interventions and approaches needed to support young people with additional support needs

The ideal candidate will be: passionate about the potential for education to affect social change; approachable and friendly; highly organised, motivated and great at getting things done; comfortable being creative and innovative in programme delivery; and incredibly supportive of diversity.

Commitment to diversity is one of Altitude Foundation's core values as we work to foster an inclusive work environment. We cannot do our work without collaboration between people with diverse skill sets and backgrounds. That's why we aim to recruit staff with varied backgrounds, cultures, histories and values to create the rich and vibrant team we need to tackle social mobility. We particularly welcome applicants from underrepresented groups.

You will need to hold relevant UK visas/work permits and hold a full UK driving licence. Given the nature of the role and the potential for regular, unsupervised contact with young people, you will be subject to an Enhanced Check through the Disclosure and Barring Service (DBS).

For further information about the role please contact the team at [hello@altitudefoundation.org](mailto:hello@altitudefoundation.org). To submit an application, please send a CV and covering letter, detailing how you meet the points in the person specification, to [applications@altitudefoundation.org](mailto:applications@altitudefoundation.org) by **23:30, Sunday 15th August**.