

Applicant Information Pack

Campaigns Manager

Starting salary: £30,000 - 34,000 [pro-rata](#) (subject to experience)

Contractual status: Part time (12 hours per week). Fixed term to 31st December 2024.

Responsible to: Board of Trustees. You will be line managed by, and report regularly to, the Chair(s) of Trustees.

Locations: This role will require a mix of home working, office working around Central Manchester, and travel to food bank centres, meetings with community partners, and event venues across Greater Manchester. Costs incurred due to work related travel (excluding commuting) will be reimbursed.

Start date: ASAP

Manchester Central Foodbank is a busy Trussell Trust affiliated food bank, with centres in Central, North, and East Manchester. We were established in Ardwick in 2013 by students at the Manchester Universities' Catholic Chaplaincy, making us the first student-led food bank in the country. Since then we have grown significantly, expanding into Harpurhey and Openshaw, but our goal to end the need for food banks in Manchester has never changed.

We work towards this goal through additional support and advice, building stronger anti-poverty support structures in our community, and changing minds, practices, and policies at neighbourhood, local, regional, and national level. We place the participation and voices of community members, who we support, at the centre of our mission to build an anti-poverty community. Working across three programmes, we facilitate diverse groups to co-design and deliver campaigns that will change minds and policies, practices, and services in Manchester.

Can You Hear Me Now? - a creative and testimonial campaign co-designed with people using food banks. We aim to create new conversations around food bank use, learn about and campaign on specific issues impacting our participants, and provide creative wellbeing and enrichment opportunities for our food bank users and the wider community.

Greater Manchester Equal Start Network - a network of 10 schools working together to remove barriers to education, and deliver innovative co-designed projects to build community networks and resources. The network delivers projects that aim to co-locate advice services in schools, provide additional provision of food, uniforms, and other support, and implement anti-stigma and cost of the school day exercises.

Healthy Start Voucher Uptake Campaign - across Greater Manchester, around 30-40% of people who are eligible for this child benefit are not currently receiving it. We are leading a community-based campaign supported by Manchester City Council and the Mayor of Greater Manchester to ensure everyone eligible is aware of, and supported to apply for this scheme. Essential to the campaign will be the organizing of community volunteer teams, and co-design of campaigns with people who are receiving the vouchers.

Key Responsibilities

As Campaigns Manager you will oversee our charity's campaigns goals and line manage staff working across our three major campaigns strands.

Staff management and governance:

- Working closely with the Operations Manager to line manage, support, and mentor a team of staff who work across campaigns and operations, sharing responsibility for performing regular reviews and 1-1 meetings.
- Coordinating funding applications to ensure the sustainable delivery of our campaigns work and programmes, and monitoring and managing a campaigns budget to ensure funds are allocated effectively and provide good value for money.
- Monitor and capture the impact of campaigning, reporting findings regularly to the board of Trustees, and developing a culture of continuous reflection and learning amongst staff.

Strategy:

- Ensuring the involvement and participation of the food bank's beneficiaries in all aspects of the campaigns work, encouraging an ethos of co-design in everything we do.
- Proactively build and maintain a network of strategic partner organisations, key political figures, and decision makers in national and local government, to broaden the reach of the food bank's work beyond our doors.
- Working closely with the Operations Manager to develop and implement a long term strategic plan, informed by beneficiaries of the food bank's services, as well as external partners, volunteers, staff members, trustees, and our community.
- Working closely with operations staff, ensuring campaigns work is always informed by the knowledge learned at the front line of our food bank's service. You will encourage the free flow of information both ways between campaigns and operations, sharing knowledge, best practices, and developing shared strategic goals.

Key stakeholders

In our food bank:

Food bank clients
Board of Trustees
Operations Manager
Campaigns Coordinators
Local organisers
Food bank volunteers

In our community:

Community partners
Local, regional, and national policy makers
Influential community figures

At the Trussell Trust:

Pathfinder Lead
Senior Organiser for the North
Local Policy Officers
Area Manager

About you

Essential experience and knowledge:

- Demonstrable experience of developing and managing a campaign which has achieved social change, from design to implementation, through to monitoring and evaluation.
- Excellent written and verbal communication skills and ability to adapt to different audiences such as media, government, business, charities/voluntary sector and beneficiaries.
- Experience of managing, supervising, or mentoring in a professional capacity.
- Experience working with or in a food bank, pantry, or similar community distribution and advice setting.
- Highly effective at working across an organisation, building strong collaborative relationships with colleagues in other teams, and ensuring effective continuity between multiple work streams.
- Good project management skills, able to balance a range of priorities.

Desirable experience and knowledge:

- Experience of providing campaigns, public affairs and communications advice to colleagues.
- Experience of community work, youth work, community arts and crafts, or similar organising and mentoring of groups and individuals.
- Experience of helping those with lived experience share their concerns in a meaningful way with decision makers
- Experience of handling safeguarding incidents.

Personal skills and attributes:

- The ability to communicate and work with people with a range of backgrounds, views, and interests and build ongoing relationships and trust, including those from disadvantaged, marginalised, or socially excluded backgrounds.

- A person-focused approach to providing opportunities for participation and building skills and confidence.
- A proven commitment to the values of Manchester Central Foodbank and the Trussell Trust.

How to apply

To apply for this role, please send an email entitled 'Campaigns Manager Application' to patsy@manchestercentral.foodbank.org.uk. Please direct any queries about the role to the same email address. Please attach two separate documents to the email in .doc or .pdf format:

An up to date CV, of no more than 2 A4 pages, outlining the experience, education, and training you have that is relevant to this role. Particularly, please outline the relevant tasks and responsibilities you undertook in previous roles and the skills and experience demonstrated and developed.

A written application statement, of no more than 2 A4 pages, explaining why you are interested in the role, how your personal values and passion align with the values and goals of our organisation, and how your previous experience and training demonstrates the criteria listed on page 3.

Please note, we will shortlist and interview candidates as applications are received, and reserve the right to close this vacancy early. Therefore, we recommend that you don't delay in submitting your application.

