

## Network Manager for London

**Accountable to:** Senior Network Manager

**Location:** Old Street, London

**Purpose:** Developing and growing The Girls' Network programme within London

### About The Girls' Network

The Girls' Network is an award-winning charity that works with girls from low-income communities and provides them with a female mentor to open up opportunities and networks that they otherwise would not have access to. We have a large and growing network of supporters, mentors and schools and are facing huge demand across the country. We are looking for someone to help us maintain the quality of our programme and expand our reach to more schools and partners.

### Key roles and responsibilities



#### Drive growth and manage a regional programme

- Provide management of The Girls' Network activities within London alongside Senior Network Manager
- Maintain effective partnerships with current schools, supporting them with the The Girls' Network programme
- Establish and manage professional paying partnerships with local and national businesses
- Evaluate and report on the progress and impact of The Girls' Network in the region to the Head of Programme and rest of the team



#### Manage and support impactful mentoring relationships

- Manage the performance of mentors in the regions you are working in to ensure a consistently high standard of mentoring is maintained
- Track the progress of mentoring relationships using data
- Deliver excellent training for mentors and mentees
- Plan, deliver and evaluate engaging and inspiring workshops for mentors, ambassadors and mentees



#### Grow our network in London

- Advocate and promote The Girls' Network at every opportunity in London and nationally, through local media, PR activities and social media
- Report significant successes and achievements to The Girls' Network senior team
- Identify opportunities to build the reputation of The Girls' Network, through events and networking



#### Contribute to the growth and ongoing success of The Girls' Network

- Understand the development of school initiatives nationally and in the regions, and understand their impact and implications for The Girls' Network programmes
- Develop and propose new programme initiatives to the senior team for consideration
- Work with the Director of Fundraising and Relationships to meet regional and national funding targets

## About you

You are a strong communicator who is passionate about the importance of mentoring, networking and equality of opportunity for all. You have a good understanding of the disadvantages faced by both women and those from low income communities and have a drive to rectify the inequalities that currently exist.

You are self-motivated, resilient and have strong organisational skills and great attention to detail. You're likely to have had experience in school or with young people and you are very professional in communicating with senior staff in both schools and corporate organisations.

You have excellent written and verbal communication, and relationship management skills. You will also be confident presenting in front of groups in an engaging and age-appropriate manner.

You understand the time and resource limitations of a small charity, and you thrive on the potential to make a real difference with your work. You are comfortable with some evening work and travel around the region to meet the needs of our volunteers and schools.

### Essential Competencies:

- Strong written and verbal communication skills
- Great attention to detail and a high level of organisation
- Commitment to gender equality and social mobility
- Professional stakeholder management
- Confidence in pitching
- Resilience and optimism

### Desirable:

- Experience training adults
- Experience of the education system
- Experience building a loyal client base
- Experience selling services into schools and businesses

### Compensation:

- Salary: £25k pro rata
- Fixed-term contract: probation period of 3 months with view to extend

## How to apply

Send your CV and a covering letter to [claire@thegirlsnetwork.org.uk](mailto:claire@thegirlsnetwork.org.uk) by midnight on Thursday 15th November.

Interviews will take place on 21st / 22nd November.