



# CANDIDATE INFORMATION PACK

## CHIEF EXECUTIVE - CARLISLE YOUTH ZONE



## ROLE PROFILE

### POST:

Chief Executive

### REMUNERATION PACKAGE:

Up to £50,000 (dependent on experience); 25 days holidays & bank holidays; 6% matched contribution pension; free parking; access to OnSide Talent Academy and ongoing professional development

### LOCATION:

Carlisle Youth Zone, Carlisle

### REPORTING TO:

Chair of the Board of Trustees of Carlisle

### CONTRACT:

Permanent; Full time, 37.5 hours per week (or those necessary to fulfil requirements of the role)

### CARLISLE YOUTH ZONE

Carlisle Youth Zone opened its doors in April 2011. Since opening, it has welcomed over 10,000 young members who have made nearly a quarter of a million visits! The Youth Zone has delivered thousands of hours of vital youth provision and provides a wide range of universal and targeted youth services for the benefit of thousands of young people across the City.

Carlisle Youth Zone offers young people a safe and fun environment where their potential of young people is developed and fulfilled. It offers 'somewhere to go, something to do and someone to talk to' on an incredible scale. Through this we transform young lives for the better, helping them see what they could achieve, and giving them the skills, confidence and ambition to go for it.

Carlisle Youth Zone is a high quality, inspirational and well-run charity, employing approximately 40 staff including exceptional youth and activity workers and an army of around 40 volunteers. It changes the lives of many thousands of young people each year - delivering social impact on an incredible scale.

The facilities are second to none, delivering sporting, artistic, cultural, and general recreational activities each session - whenever schools are closed - that's evenings and weekends, plus all through the school holidays.

Carlisle Youth Zone is a proven model of youth service provision that is aligned to community



needs and supported by cross-sector funding. It gives 7-18 year-olds, (and up to 25 for youngpeople with additional needs) affordable access to a broad range of sport, arts and employability services, designed to empower them to lead healthier, positive and more active lives - raising their aspirations for themselves and their community.

The outstanding quality of the facilities is a concrete demonstration of the belief that young people deserve the best. Carlisle Youth Zone benefits from the guidance, direction and support from colleagues and partners across the OnSide network. It is part of a network of 14 Youth Zones. OnSide's role is to provide ongoing support as the umbrella organisation within a federated structure and also to create new Zones, taking our tried and tested model to ever more young people across the country.

### ABOUT ONSIDE

It's about opportunity.

Potential is everywhere. In every home on every street, from affluent suburbs to inner-city estates. The difference is that some young people get every opportunity to explore their potential. Others don't.

It's about opportunity.

We're OnSide, a national charity that believes all young people should have the opportunity to discover their passion and their purpose. To find out what they've got and where it could take them.



We fund and build state-of-the-art, multimillion-pound Youth Zones in the country's most economically disadvantaged areas. We train the amazing people that run them. We offer continuing support via the nationwide OnSide Network, where they can learn and grow, share their stories and celebrate their success together.

These are brand new, purpose-built spaces fizzing with energy, and crammed with incredible facilities. They are staffed by skilled and dedicated Youth Workers who truly believe in young people - helping them see what they could achieve, and giving them the skills, confidence and ambition to go for it.

This is life-changing support that helps tens of thousands of young people from a diverse range of backgrounds to thrive.

It's inspiring. It's empowering. And it works.

We know it works because we've been doing it for over a decade and we're in this for the long term. Every new Youth Zone is built on the know-how of the last. Every success story writes the first chapter of the next. And we're just getting started.

This is passionate, properly-funded youth provision, with no ifs or buts. A unique partnership between young people and their community, local authorities' private business leadership, and a growing movement of supporters who believe that how we treat the next generation defines who we are as a society.

Because when we really invest in young people, we all benefit - from who they are now, everything they might become and achieve, and everyone they might touch and inspire.

All they need is the chance to shine - an environment where they can be their best selves - and you just watch them go.

**It's about opportunity.**

## THE ROLE

The dimensions of the role of Youth Zone Chief Executive defy definition in conventional terms. It is strategic and requires effectiveness at a high level, yet at the same time demands very detailed and hands-on management. The Chief Executive will have responsibility for a revenue budget of up to £1m per annum.

A willingness to get stuck into the detail, in an environment without corporate support structures, is therefore as important as the ability to influence effectively at the most senior levels. The Chief Executive's relationship with the Chair will be supportive and challenging, enabling them to deliver on-going success for the Youth Zone. OnSide is involved at Carlisle Youth Zone, both as a Board Member and a support network for the Chief Executives and the Youth Zone teams.

## KEY RESPONSIBILITIES

- To provide clear leadership for a very well established and experienced management team who have been overseeing all aspects of Youth Zone delivery since the departure of the previous Chief Executive in 2020
- To further cultivate the vision that 'CYZ is a safe and fun environment where the potential of young people is developed and fulfilled' - and inspire the team to be effective as individuals and together; supporting them to deliver a wide range of ever changing and improving activities for the young people of Carlisle and surrounding areas
- To work with the Chair and the Board to lead the on-going development of the Youth Zone strategy and plan
- To confirm CYZ as a valued and essential resource throughout the Carlisle community
- To ensure that structures, processes and controls are aligned with that strategy and plan
- To support the delivery of a robust funding plan, which will enable the Youth Zone to operate with an appropriate level of reserves
- To work with other service providers locally; generating added benefits for young people
- To demonstrate the Carlisle Values and have a commitment to Equality, Diversity and Inclusion



### WHAT SUCCESS WILL LOOK LIKE

The team will be strong, well supported and effective at delivering a great, innovative service for young people

Sessions will be well attended by all young people of Carlisle, and they will be inspired by the continually changing programme on offer

The business community will continue to feel engaged and recognise that their money is well spent, enjoying the strategic

business relationships the YouthZone has created for the area

Financial control and understanding will be in place, with income streams being nurtured and new ones generated, to enable additional work to be done and to ensure the long-term sustainability of the Youth Zone

The whole community will continue to see the Youth Zone as an asset for the area; they will understand what it does and know how they can get involved.



### PERSON SPECIFICATION

Applicants will be expected to demonstrate the experience, skills, abilities and attributes listed.

SELECTION CRITERIA
<b>EXPERIENCE</b>
A successful record of leading organisations or large, multi-faceted teams, and implementing strategies and business plans
Experience generating significant income sources and managing complex funding streams
Experience of the voluntary sector and/or working with young people
<b>SKILLS, KNOWLEDGE AND ATTRIBUTES</b>
Thrives in leading fast-paced, dynamic and high-risk environments
A strong communicator and people manager
Adept at motivating and leading others to deliver results
Financially literate and highly logical
Extremely organised and self-disciplined
An inclusive relationship builder with a wide variety of stakeholders
<b>PERSONAL QUALITIES</b>
Motivated to improve young people's lives for the better
High and ambitious standards, with a relentless focus on seizing opportunities to achieve these
Displays excellent judgement and focus all times
Has a strong commitment to Equality, Diversity and Inclusion
Inspires trust, good will and action in others
Actively seeks to continuously learn and develop
Is values driven, aligned with the values of Carlisle Youth Zone and the OnSide Network



## GENERAL INFORMATION

The normal hours of work are 37.5 per week, or those necessary to fulfil the requirements of the position. There will be a requirement to work outside the normal 9 to 5, Monday to Friday, working week, including both evenings and weekends. This will mean working flexibly across the week, to suit the needs of both the role and the individual.

## APPLICATION PROCESS

To apply, please email a CV to [hr@onsideyouthzones.org](mailto:hr@onsideyouthzones.org) or apply via the website: [www.onsideyouthzones.org](http://www.onsideyouthzones.org), together with a cover letter (which should not exceed one page in length), explaining clearly why you are interested in the role and suited to it (based on the person specification). Please note that CVs without a cover letter will not be considered.

In addition, please provide the following information:

- Confirmation you are eligible to work in the UK (the successful candidate will be required to provide documentary evidence before a job offer is confirmed);
- Any reasonable adjustments we can make to assist you in your application or the selection process.
- How you demonstrate your commitment to fairness, equality and respect.

In accordance with our Child Protection and Safeguarding procedures, this position requires an enhanced DBS check.

For information regarding how OnSide processes your data, go to: [OnSide Youth Zones Job Applicant Privacy Notice - OnSide Youth Zones](#)



### CLOSING DATE FOR APPLICATIONS:

9am, Tuesday 4 January 2022

### FIRST STAGE VIRTUAL INTERVIEWS:

W/C 17 January 2022

### SECOND STAGE FACE TO FACE INTERVIEWS:

W/C 24 January 2022



The strength of OnSide comes from the diversity of the people within our vibrant network. We are proud that our Youth Zone teams reflect the communities they serve, and we value people working together from a range of different backgrounds, locally and nationally, and with different experiences, all with a shared passion for boosting the aspirations of young people across the country. Diversity brings innovation, fresh ideas and creativity, and we actively strive to create a culture that is truly inclusive and fair for all and where everyone in the team can be themselves and thrive.





## YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

## EXCELLENCE



## RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



## AMBITIOUS

We are passionate and driven in taking on new challenges, embracing new ideas, and exceeding our ambitions for young people, the Youth Zones and our local communities.

## COLLABORATIVE

We will create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.



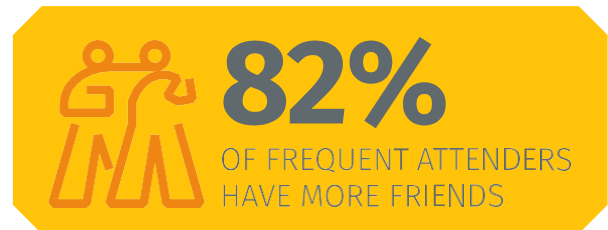
**OnSide**  
Here for young people

# PROVEN IMPACT



**GIVE YOUNG PEOPLE** A SAFE EXCITING PLACE TO GO TO HAVE FUN,

BUILD THEIR SOCIAL NETWORKS AND SUPPORT THEIR PERSONAL DEVELOPMENT



**HELP YOUNG PEOPLE** LEAD HEALTHIER, HAPPIER LIVES

