

TRANSFORM YOUNG LIVES

♥ **Job Role:** Grants and Contracts Lead

♥ **Salary:** £32 – 36k depending on experience

♥ **Reports to:** Head of Partnerships, Governance & Performance





FREE GYM ACCESS



FREE MEAL ON SESSION



33 DAYS LEAVE PRO RATA
(INCLUSIVE OF BANK HOLS)



TRAINING AND
DEVELOPMENT
OPPORTUNITIES



BIRTHDAY LEAVE



FREE CHILD ACCESS TO
SESSIONS AND HOLIDAY
CLUBS

Lively, fun, 'sick'... these are some of the words our members use to describe Inspire.

Working with young people age 8-19 (25 with additional needs), we transform lives, helping them be the best they can be.

Opening in 2018, we're 8 years old this year, and in those 7 years, we haven't stopped learning, and we haven't stopped developing. From a global pandemic to the cost of living crisis, we are there for young people when they need us and adapt to their ever-changing needs.

Open 6 days a week when schools are shut, at our most basic, we provide **somewhere to go, something to do, and someone to talk to**. Our 'see it to believe it' facilities give young people access to a range of activities, opens doors to a world of opportunities, and provides the perfect space to develop new relationships with both peers and positive role models.

Through our doors you'll find; a 3G pitch, gym, sports hall, climbing wall, dance studio, music room and much more.

Inspire isn't just be a place to go, it's a place to grow. And that's as much about young people as it our staff team.

There's so many perks to joining our staff team!

Our Culture



Committed



Supported



Ambitious



Present



Inspirational

THE ROLE



Love securing funding that changes young lives? We're looking for a strategic and organised professional to drive our grants programme, develop a strong pipeline of funding opportunities, secure income, and provide project management support to ensure successful delivery. You'll write compelling funding bids, build and sustain relationships with funders, oversee funded projects from award to completion, and maximise the impact of every opportunity. If you're proactive, detail-focused, and passionate about creating brighter futures for young people, this is your chance to make a real difference.

KEY RESPONSIBILITIES



Grow Our Funding Pipeline:

Manage our grants programme by identifying funding opportunities, building a strong pipeline of prospects, and helping secure the income needed to transform young lives.

Write Winning Bids

Turn great ideas into compelling funding applications. Working with colleagues across the organisation, you'll create persuasive bids that inspire funders to invest in our work.

Build Lasting Relationships

Develop strong relationships with funders, trusts and foundations through excellent stewardship, meaningful updates and inspiring impact stories that encourage ongoing support.

Keep Projects on Track

Provide project management support for funded programmes, ensuring projects are delivered on time, meet agreed outcomes and fulfil funder requirements.

Make Every Grant Count

Manage the full grant lifecycle, from award to final report, ensuring compliance, monitoring progress and delivering an outstanding experience for every funder.

SKILLS, EXPERIENCE AND ATTRIBUTES

- You know what makes a great funding application and have experience securing grants, managing contracts and building strong funder relationships.
- You're a confident writer and communicator, able to turn ideas, evidence and impact into compelling bids, reports and updates.
- You're organised and proactive, comfortable managing multiple deadlines, projects and priorities while keeping the detail in check.
- You understand project management and enjoy helping funded projects stay on track, ensuring outcomes, budgets and reporting requirements are met.
- You're confident working with people, building relationships with funders, colleagues and partners to create lasting impact.
- You care about young people and want to use your skills to help create opportunities where they can thrive.



POSITIVE AND
ENTHUSIASTIC



PUNCTUAL AND
RELIABLE



BELIEF IN YOUNG
PEOPLE



ENHANCED DBS
CLEARANCE



BE A POSITIVE ROLE MODEL
TO YOUNG PEOPLE



THE LAST YEAR IN NUMBERS



DEALT WITH OVER
400 CAUSE FOR
CONCERNS



OVER 56,000
VISITS FROM
YOUNG PEOPLE



DELIVERED
OVER 12,500
ACTIVITIES



PROVIDED
OVER 12,000
FREE MEALS

WHY THIS ROLE MATTERS

Behind every opportunity we create for young people is the funding, partnerships and planning that make it possible. As our Grants & Contracts Manager, you'll play a vital role in securing the resources that allow Inspire to deliver life-changing programmes, while ensuring funded projects are managed effectively and achieve the impact our young people deserve. From developing new opportunities to telling the story of our impact, you'll help turn investment into real change for young people and communities.

HOW TO APPLY

- To apply, send your **CV and cover letter** to Gemma.Bathurst-Whittle@inspireyouthzone.org
- Interviews will be ongoing and applications will close once an offer of employment is made

