



Job Title: LGBTIQ+ Centre Manager
Location: Borough, London, UK
Salary: £33-36,000

Contract type: Full Time, 35 hours per week, permanent

Benefits: 30 days holiday, flexible working, employer pension contribution

Location: London / working from home

The Outside Project is an LGBTIQ+ Community Shelter, Centre and Domestic Abuse Refuge in response to those within the LGBTIQ+ community who feel endangered, who are homeless, 'hidden' homeless and feel that they are on the outside of services due to historical and present prejudice in society and in their homes.

We are committed to providing a safe and inclusive space for our LGBTIQ+ community. In 2017 we opened the UK's first LGBTIQ+ Crisis Shelter alongside a weekly Community Hub and several annual Community events. In 2019 we opened our LGBTIQ+ Centre to provide a safe and welcoming space for our community and grassroots groups working within the LGBTIQ+ and homelessness sector.

Key Responsibilities:

- The successful candidate will be responsible for managing the in-house LGBTIQ+ Centre services and activities, coordinating with other organisations based at the Centre to ensure that people receive high-quality support and care.
- Ensuring that all services are delivered in line with the organisations values and principles.
- Develop and maintain relationships with partner organisations, including local authorities, housing associations, and support services, to ensure effective service delivery.
- Ability to advocate for the needs of LGBTIQ+ Centre members who present in crisis situations or seeking advice and support re: housing, poverty, domestic abuse, immigration and isolation.
- Provide supervision, support, and training to the team to ensure that they have the skills and knowledge to deliver high-quality services.
- Manage the Centre's budget and resources, ensuring that they are used effectively and efficiently.

- Develop and implement policies and procedures to ensure that the Centre operates safely and in compliance with legal and regulatory requirements.
- Represent the organisation at external meetings, conferences, and events to promote the Centre's services and raise awareness of LGBTIQ+ homelessness issues.
- Work alongside the Managing Director, Project Managers and with other members of the senior management team to develop and implement the organisations strategic plan.

Qualifications and Experience:

- Significant experience of working in an LGBTIQ+, crisis or community centre, crisis / housing service or similar role, with a strong track record of management and delivering high-quality services.
- Knowledge of housing and homelessness issues affecting the LGBTIQ+ community.
- Strong communication and interpersonal skills, with the ability to build effective relationships with a range of stakeholders.
- Experience of managing budgets and resources effectively.
- Excellent organisational and project management skills, with the ability to manage multiple priorities and work under pressure.
- Commitment to diversity, equity, and inclusion, and an understanding of the challenges facing more marginalised members of our community.
- Experience of working in a non-profit sector organisation.

To Apply:

Please send your CV that outlines your relevant experience for the position to Astro@lgbtiqoutside.org. Additionally, please include a brief statement (no more than 500 words) on why you are passionate about working at The Outside Project.

Deadline for submission: 11th May