



CEO Recruitment Information Pack

November 2025

Dear Friend

Thank you for your interest in this role as the CEO of Emerge.

We are excited about this next part of the journey for Emerge in our work supporting young people of Bradford in BD4 and beyond. To best share the passion that drives us, we have created this pack of information which summarises our story to this point. It aims to give a picture of what the role includes and what we are looking for in our next CEO.

This is an amazing opportunity to join Emerge and lead our work with young people into the future. The organisation is in a position of stability and great potential with a consistent and experienced team of staff and volunteers. We have a good reputation across Bradford within the voluntary sector and schools, based on high-quality activities and interventions with young people.

Things are shifting in the voluntary sector landscape as funding, priorities and the potential for development all change. We are therefore looking for a leader who will build on our existing strengths and work with young people and the team to develop into the future, while holding onto the vision and values which define everything we do.

If you are passionate about finding ways to enable positive change with young people and have experience of leading youth work organisations or projects, then please consider applying.

You will find information on how to apply on page 2 of this pack and the full job description and person specification for the role from page 4 onwards. Please also take a look at the document and video available on our website. <https://emergeonline.org.uk/emerge-vacancies/>

If after reading everything included here, you would like a conversation about the role or to visit Emerge, please get in touch on 01274 660244 or info@emergeonline.org.uk. We would be happy to arrange a visit and/or a conversation with one of the trustees or a member of the leadership team.

Yours sincerely

Howard Astin

Chair of Trustees, on behalf of the Trustee board

HOW TO APPLY

This is an important role for Emerge, so we have thought through the application process carefully, starting with this information pack. If you have questions or anything is not clear, please do contact us for clarification.

To apply for this role, please send us the following:

1. Your CV including all your contact details, education and employment history
2. A short video (ideally 3 to 4 minutes max) which tell us about yourself and describes why you would be suitable for the role. See below for more details.
3. Optional – a short covering letter with any extra details you have not been able to include in the CV or video

Please apply by email to info@emergeonline.org.uk with your CV and cover letter (optional) as attachments, and a link to your video within the email (see below).

The closing date for applications is 12 noon on Friday, 5th December

We aim to inform candidates whether they have been shortlisted before the Christmas break, and we anticipate interviews being in the New Year. Interviews will be in person in Bradford and will involve a range of tasks, conversations and traditional interviews with young people, staff and trustees.

Your Video – further details

We are interested in the content of the video, and in you – the person applying, not the quality of the filming or editing. Please upload your video to a suitable cloud-based storage site (Google Drive, One Drive, YouTube, Vimeo etc) and include a link in your application email through which we can access the video. Please do not attach video files to your email. Take care to ensure your privacy settings are suitable. We will get in touch if we have any issues accessing your video.

If you need support with applying, or have any questions, please use the contact details on the first page of this information pack

Emerge is committed to promoting the welfare of everyone who uses our services. Safeguarding children, young people and adults at risk is therefore a priority within all our activities and we expect all staff and volunteers to share this commitment. Recruitment of all staff is informed by this commitment and the successful candidate will be required to undertake an enhanced DBS alongside supplying satisfactory references.

ABOUT EMERGE

Emerge is a Christian youth charity that has been working in Bradford's inner-city and estate communities for over 30 years, particularly in BD4 areas such as East Bowling, Sutton/Laisterdyke, Bierley and Holme Wood. Our vision is to inspire lasting, positive change in the lives of young people—supporting personal growth, improved wellbeing, educational engagement, and community transformation. Many of the young people we work with face significant challenges due to financial and social poverty, and we are committed to helping them overcome these barriers.

We take a relational and holistic approach, meeting young people in a variety of settings including open-access community youth work, school-based 1:1 interventions, and targeted programmes. Our schools' work is delivered through contracts with individual schools and focuses on supporting young people with social and emotional needs—such as grief, anxiety, and friendship struggles—while building resilience and self-esteem. We also run specific support for care-experienced children. In the community, our youth work is mostly universal and grant-funded, with regular activities across four Community Hubs and additional mentoring and leadership programmes.

Faith is an important part of our identity, and we offer sessions that explore spirituality in today's world, rooted in our Christian ethos but open to all. We are always open to developing new programmes in partnership with funders and young people, and we aim to be creative and responsive in our work.

ABOUT BRADFORD

BD4, where Emerge is rooted, is full of resilience, warmth, and untapped potential.

Despite facing real issues like poverty, exclusion, and limited opportunities, through our mentoring, listening, creating safe spaces, and walking alongside young people, we can help them discover their worth and purpose.

Bradford - the 2025 City of Culture - over the years has developed into a hub of exciting potential and opportunity and the city's diversity and position as one of the youngest cities in the UK by population, fosters an environment where faith-led work can thrive.

Working in Bradford means joining a movement of hope. It's a city where the gospel can be shared not just in words, but in action. It's home to thousands of young people navigating complex social, emotional, and spiritual journeys and our work can truly make a difference to their lives.

If you're passionate about seeing lives changed and communities renewed through faith, Bradford—and BD4 in particular—is a place where your work can truly make a difference.

To help give a full picture of Emerge and our work with young people, there is a more detailed document and a short film you can access from <https://emergeonline.org.uk/emerge-vacancies/>

You can also find more information across our website and social media.

<https://emergeonline.org.uk/>

<https://www.facebook.com/emergeonlineUK> <https://www.instagram.com/emergeonlineuk/>

THE ROLE, JOB DESCRIPTION AND PERSON SPECIFICATION

We recognise that not every candidate interested in this role will have the full breadth of experience, knowledge and skills we outline in the job description and person specification on the following pages. We are therefore interested in hearing from people who feel they meet most of the criteria and clearly share our faith, values and vision strongly enough to lead the organisation.

The role of CEO at Emerge is full of opportunity and potential. It is varied and at times complex, requiring a person of integrity with a person-centred leadership style.

As a Christian organisation we require our CEO to have a Christian faith whose theology is embedded in their day-to-day life – professionally and personally. They must be a leader of integrity with compassion for young people, team members and the communities we serve and be committed to learning and growing personally so they are well placed to enable the same for others.

The job description and person specification expand on this in the following pages, but the below bullet points are a summary of the most important elements which staff and trustees have highlighted.

We are looking for someone who:

- Has experience of organisational leadership and management at a senior level of projects and people; and is therefore able to articulate vision, design and deliver a strategy and lead an experienced staff team.
- Has a big heart – full of compassion for young people and evidenced commitment to engage those who find themselves marginalised.
- Has an active Christian faith evidenced in clear theology, thinking and practice.
- Has youth sector and voluntary sector experience and understands the challenges young people face in our communities and city.
- Has experience of training staff and delegating effectively to enable others to grow their skills and abilities.
- Understands and works with finances – setting and controlling budgets and working diligently and creatively to ensure continued financial sustainability.
- Feels confident in representing Emerge externally, networking across various sectors, maintaining and developing new partnerships, writing reports and public documents and being our champion in every context.
- Has experience of overseeing the legal requirements of running an organisation, employing staff and running an effective charity.
- Has robust knowledge of safeguarding issues as evidenced by current training and qualification (DBS etc.)

The majority of the role fits within a standard working day, but it will involve some evening working, and occasional weekend work recognised through an informal time in lieu process. There is some scope to work at home occasionally but youth work and leading a youth work charity mainly requires your regular presence in our offices and venues.



Job Title - CEO

Full time, 37.5 hrs/week

Salary Range – NJC Pts 29 to 32, £39,862 - £42,839, plus 5% pension contribution

Contract – Permanent

Responsible to Chair of Trustees

Vision and Direction

- You will lead with passion and purpose, championing Emerge’s vision to see lasting change in young people’s lives.
- You will model our values, communicating vision clearly, and developing strategies that turn hope into action.
- You will inspire the team to grow, stay ahead of youth sector trends, and creatively shape new opportunities that align with our mission and make a real impact.

People & Team Leadership

- You will supervise staff, delegate effectively, and foster a culture of professionalism, well-being, and growth.
- You will lead on ensuring safe practice, training, and response across the organisation.
- You will nurture an inclusive and relational team culture.

Youth Work Programmes & Delivery

- You will oversee and contribute to high-quality youth work that meets the needs of young people, funders, and schools.
- You will support the team to innovate, collaborate, and maintain excellence in delivery and strategic development.
- You will help grow our schools' work, support positive relationships with schools and engage with developing new opportunities.

Finance & Resources

- Working closely with our Finance Manager, you will oversee budgets, financial systems, and income generation through grants, contracts, and fundraising.
- You will promote good stewardship and ensure the team is well-resourced to deliver impactful work, while modelling strong financial administration in your own practice.

Partnerships & Advocacy

- You will build and nurture strategic relationships across sectors, advocating for Emerge and youth locally and beyond.
- By encouraging collaboration and cross-sector working, you will ensure Emerge stays connected, generous, and influential within the wider youth work community.

Governance & Administration

- You will support trustees in ensuring strong governance and compliance, while leading improvements in systems and operations.
- From reporting and evaluation to policy development and risk management, you will ensure Emerge runs smoothly, safely, and with integrity—always keeping young people at the heart of what we do.

PERSON SPECIFICATION

In your application video (and optional cover letter) please articulate why you see this opportunity to be a good fit for you, referencing how your experience to date meets the criteria below.

Experience

- You will bring multi-year, hands-on youth work experience with an understanding of the challenges young people face day to day.
- You will have led teams and projects with vision and impact, managed finances to sustain delivery, and contributed to a grant fundraising strategy and reporting.
- You have experience of strategic planning, working alongside trustees, and leading on a vision with clarity and purpose.

Knowledge and Skills

- You will have a solid grasp of youth work theory—whether through qualifications or long-term practical experience—and a strong understanding of urban communities.
- Your interpersonal and communication skills will enable you to engage effectively across contexts, from 1:1 support to public presentations.
- You will be confident in safeguarding, strategic thinking, and using IT to manage tasks and data efficiently.

Personal Qualities

- Motivated by your Christian faith and a heart for young people, you'll be compassionate, self-starting, and highly organised.
- You will bring flexibility, a positive attitude, and a problem-solving mindset to changing circumstances.
- You will be open to new ideas, decisive when needed, and committed to ongoing learning and reflective practice.