



Hopeful Futures CIC
School 360, Sugar House Lane
Stratford, London, E15 2QS
E: hello@hopefulfutures.net
T: 07832 249764



www.hopefulfutures.net



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Job Description: Community Lead

Community Lead Job Summary

We are an innovative and dynamic community interest company based in the London Borough of Newham. Motivated by our Christian faith, our mission is to create opportunities for autistic people, those with learning disabilities, and their families to thrive in local communities.

This is an exciting, brand-new role at Hopeful Futures; we are looking for an ambitious individual to successfully lead all of our community-based projects.

It is essential that prospective candidates have personal or professional experience of working with autistic people and/or those with learning disabilities and that they have a neurodivergent affirming attitude. We believe that every person is made in the image of God and that neurodivergences are differences, not deficits. People do not need to be 'healed' from neurodivergence, or to be moulded to be 'more neurotypical', but to be loved, accepted and cherished for who they have been made to be. It is essential that our Community Lead shares our neurodivergent affirming attitude.

This role would suit a candidate who has developed community projects before; someone who has taken vision/s and built them up from scratch until they have become flourishing projects, making a real difference to people's lives in a local community. Some possible relevant work experience may be those in community development, community project management or those who have been CEOs of small grassroots charities (*this list is not exhaustive, please refer to the person specification for all of the required qualifications/skills for this role*).

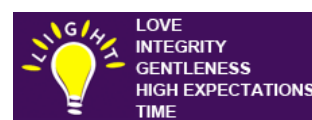
We look for staff who share our value base of LIGHT: Love, Integrity, Gentleness, High expectations and Time. It is important for our Community Lead to be proactive, to have a genuine passion for working with people, positive in attitude, with good management and leadership skills.

Please note that there is a genuine occupational requirement for the post-holder to be a practising Christian.

This Role

This is a full-time role, Monday – Friday, 37.5 hours per week.

It will be offered as a permanent contract. Annual salary: £42,000 - £44,000





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This role is contractually based at our office at School 360, E15 2QS but our community projects are across the London Borough of Newham and our Community Lead will be expected to travel to these various locations as needed with up to one day per week available for working from home.

There will be occasional requirements for our Community Lead to attend meetings and events during evenings and weekends.

Please note that all job offers are subject to a satisfactory DBS check and references.

Prospective candidates must have the right to work in the UK.

We are passionate about creating a diverse workforce and particularly encourage applications from candidates of the global majority.

About the Projects

Wave: We're All Valued Equally

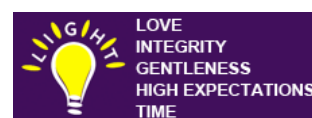
For the past four years we have run Wave Little Ilford: an inclusive Christian worship event, 9-10 times per year, which is run with people who have learning disabilities. We set this up in partnership with the charity [Wave for Change](#)

Our Wave Little Ilford group has been growing, and our members asked for an evening group where they could explore their Christian faith further. In October 2024, Wave Connect was born; an evening group where adults with learning disabilities meet for bible study, prayer and fellowship.

There is now a pressing need for us to start a Wave Kids event. Due to our Wave Little Ilford group growing, we had to make this a 16+ service, but there is now a need locally for parents of children with learning disabilities who would like to come together for inclusive worship services. Alongside our Wave manager, you will be key in getting this new project started.

Family Support

Our family support project currently runs a weekly parent support group in Manor Park called POEM 'Parents Of Empowering Minds'. We are looking to expand our parent support work to include the recruitment of a family support worker to run advisory service/s and new parent wellbeing initiatives. You will be at the forefront of the exciting development of our parent support projects.





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Friendship Hub & Joy Hub

These will be two brand new projects starting in September 2025 thanks to funding from the National Lottery. Joy Hub is all about 'how much fun can we possibly have in our community?' This project brings adults with learning disabilities together for a weekly friendship group where they decide on monthly activities and outings that they want to do in their local community. You will be leading on the management and facilitation of this group and activities alongside our Community Project Worker.

Art Group & Art Hub

We run a weekly Art Group in partnership with the charity [East London Textile Arts](#)

This is a mixed ability group where artists with and without learning disabilities come together to work on heritage themed projects.

Thanks to funding from the National Lottery we are starting a new Art Hub project at [Rosetta Arts](#) in June 2025. This will see us supporting autistic artists and artists who have a learning disability developing their artwork into sellable products and raising their profiles as individual artists.

We have recently recruited an Art Projects Manager to lead these two projects. You will be responsible for managing our Art Projects Manager, enabling and supporting them to successfully deliver identified outcomes for these projects.

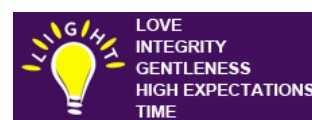
Additional Information

All of our community projects rely on charitable fundraising and volunteer support. Key parts of this role will be to:

1. Successfully deliver the aims set out in our fundraising strategy
2. Set up a volunteer recruitment and retention scheme

Community Lead Responsibilities and Duties

- Line manage up to five identified staff members
- Ensure KPIs (key performance indicators) for our community projects are met
- Risk assess all community activities
- Identify volunteer need for all community activities, set up a volunteer recruitment pathway and a retention of volunteers scheme
- Act as a main point of contact for volunteers, providing support and advise where needed
- Act as the main point of contact and lead on all communications regarding community projects





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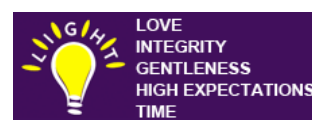
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- Lead and manage administrative duties for community projects, ensuring accurate records are maintained and available for review and reporting where needed
- Lead on the successful delivery of our fundraising strategy, working with identified team members on this
- Facilitate our weekly parent support group and handover/develop new services when our family support worker is in post
- Facilitate our weekly friendship group with our community project worker
- Via the friendship group, plan joy hub monthly activities up to four months in advance. Advertise the activities widely across the borough and create a sign-up pathway via our website
- Ensure the successful delivery of our Wave projects alongside our Wave manager
- Set up our new Wave kids project alongside our Wave manager
- Provide leadership and managerial support for our Art Projects Manager and Art Projects ensuring we meet identified KPIs for these projects
- Engage in networking opportunities to develop a presence & connections across the learning disability & autism network in Newham
- Keep up to date with and follow Hopeful Futures policies and procedures via Atlas
- Work closely with all Hopeful Futures team members, attending team meetings and staff functions
- Complete and attend all mandatory and specialist training activities (online and face to face)
- Engage in regular individual supervision to enable reflective practice
- Engage in yearly appraisal, to identify personal and professional goals as well as review of performance
- Regularly read and keep up to date with all work-related correspondence, responding promptly
- Safeguard the people we support, following our safeguarding policy and procedures at all times
- Respect and uphold the people we support's rights at all times, always promoting their right to privacy, dignity and choice

This list is not exhaustive and from time to time you may be required to undertake additional duties.





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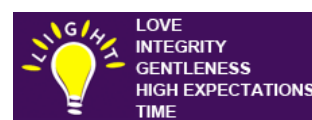
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Supervisory Structure:

Your line manager is our Managing Director. You will have line management responsibilities for up to five identified members of staff.

Person Specification

Qualification/Skill	Desirable	Essential
A clear and compelling faith in Jesus Christ		✓
A relevant undergraduate degree	✓	
Four-eight years of relevant work experience in voluntary sector community project management and implementation		✓
Excellent initiative taker, with experience of identifying local community need/s, gaps in provision and setting up projects from scratch		✓
Direct experience of successfully fundraising for project/s		✓
At least three years of experience directly working on community projects in the voluntary sector		✓
Professional or personal experience of learning disabilities and/or autism		✓
Experience of working with people with learning disabilities, autism and behaviours of distress	✓	
Experience of direct line management responsibilities		✓
Experience of recruiting and managing volunteers	✓	





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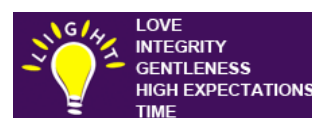


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Qualification/Skill	Desirable	Essential
Ability to manage allocated budgets for community projects		✓
Knowledge of what the lived experience of parents of neurodivergent children & adults can often be like and a knowledge of local services available	✓	
Experience of managing neurodivergent staff members	✓	
Ability to understand and follow policies and procedures		✓
Experience in safeguarding processes for children & vulnerable adults		✓
Excellent interpersonal and communication skills including active listening, with the ability to adapt communication style for individual needs		✓
Demonstration of personal value base being in line with Hopeful Futures values of LIGHT: Love, Integrity, Gentleness, High expectations, Time		✓
A neurodivergent affirming attitude		✓
Respect for those who may hold different beliefs, priorities and needs to your own with the ability to work as part of a dynamic team		✓
Honest, reliable, trustworthy, responsible, organised and an excellent time keeper		✓
Foreseeing future obstacles, proactively mitigating for these, building resilience in an organisation by being a critical thinker with the ability to problem solve both individually and as part of a wider team		✓





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Qualification/Skill	Desirable	Essential
Good IT and written skills		✓
Ability to develop positive working relationships with colleagues, volunteers, external stakeholders, the people we support and their families		✓
An ability and willingness to continually reflect on practice and to respond positively to constructive feedback		✓
Passionate about Hopeful Futures vision and projects		✓

Employee Benefits

- This role is a full-time post offered as a permanent contract with a salary range of £42,000 - £44,000
- We provide high quality training & a robust induction process to settle you into your role
- Enhanced maternity & adoption leave scheme
- 28 days annual leave increasing by 1 day for each year of continuous service (up to 33 days)
- An additional day off for your birthday
- We are a recognised disability confident employer
- We have an Enhanced Employee Assistance Programme with access to free counselling and other wellbeing services
- Ability to join the Blue Light Card Scheme which provides members with thousands of amazing discounts online and on the high street across categories such as holidays, cars, days out, fashion, gifts, insurance, phones and many more

