

want to be a part of something fantastic?

Shape Change

in mental health

open door 



About the Charity

Open Door are one of Merseyside's most dynamic and progressive independent charities committed to shaping change in Mental Health. Based in Birkenhead, we deliver a holistic and creative programme of services that support the wellbeing and mental health of young people and families, using innovation, arts and culture as a catalyst for change. All our programmes are free of charge and we have no waiting lists; we are committed to providing free, fast and effective mental health support at the point that people need it most. Our beneficiaries join our organisation as 'members' and can access a wide range of services including workshops, activities and individual support. Our offer is engaging and versatile, providing choices that aren't available through conventional Mental Health services.

We apply creativity and innovation to everything that we do; our services are led by a dynamic team of staff and trained peer mentors who, using their own personal experiences and a range of effective tools and programmes, support individuals through to better times. We have two main sites in Birkenhead and over the past 10 years, have grown to become one of the largest independent providers of talking therapies in Merseyside and one of the most progressive organisations of its kind in the UK (We were awarded the Queens Award for Voluntary Service in 2019 Honours List and the Investing in Volunteers Chartermark in 2020).

Open Door is all about empowerment, culture and opportunity. Not only do we offer support services for our members, but we also provide our local community with a creative and social space for people to come to Bloom Building and Coffee where we offer hot desking, workshops and tenancies. We host an art gallery, an eclectic events programme and a network of cultural and health partners who work together with Open Door to co-create a vibrant programme of activities for new and existing Members, taking mental health support out of traditional, clinical models and into the heart of engaging, non-stigmatising arts and culture.

Our organisational values are:

- ❖ Human
- ❖ Fire
- ❖ Visionary
- ❖ Professionalism





Open Door Charity, Bloom Building, 3 Abbey Close, Birkenhead, CH41 5FQ
0151 639 4545 / info@opendoorcharity.com / Registered Charity No. 1151421 / 1189664 (new)

Impact

We have over 100 beneficiaries accessing our service per week across all our projects. Our bespoke therapeutic intervention 'Bazaar – A Market Place for the Mind', supports 50 young people and young adults per week. This therapeutic intervention is delivered by our all-important peer mentors, currently have a team of 40 peer mentors delivering our services. 92% of our members said their life would be worse off if it wasn't for Open Door and 100% of members said the local area would be negatively affected without Open Door Charity.

We supported more than 900 people this year and have been able to respond to the current mental health crisis with innovation and courage. Our average reduction of symptoms in anxiety and depression outcomes are 50% by the end of the 8-session programme and suicidal ideation also significantly reduces on average by 80%. In addition to this, we have supported over 120 families in the past 9 months through a commissioned contract providing early help support and preventing escalation into higher-level statutory services.

We have approximately engaged 7000 members of the public in our outreach projects, events, gigs, film nights, art workshops, comedy nights and the gallery space throughout the year.

Our Future

Open Door Charity has been through a significant period of development over the past two years; we've taken on new projects and commissioned services supporting families and care experienced young people, we've significantly grown our staff and volunteer team and operate from two main sites in Birkenhead. We have just established a new senior leadership team, are governed by a strong board of trustees and have recently celebrated our ten-year anniversary. We have some exciting projects in the pipeline and now is a great time to join the Open Door Charity.





Role: Bloom Lead

Type: Full time

Reports to: Charity Director

Salary: Leader banding – £22,000 to £32,000 per annum dependent on experience

Permanent position, subject to successful completion of 6 month probationary period

Other Benefits:

25 days annual leave (plus Bank Holiday's)

£20 per month wellbeing budget

Opportunity to take part in wellbeing activities including weekly staff yoga and 'away days'



General purpose of role:

The Bloom Lead is a leadership role within ODC. You will ensure the successful running of our Bloom Building in Birkenhead (our current flagship site), ensure the very best experience / programming for the public and drive forwards Bloom Building in a strategic way into an exciting future.

Bloom Building is a progressive arts centre and venue which houses Bloom Coffee as well as several tenants including Open Door Charity, Convenience Gallery, Be Well Learning and more casual tenants / professional partners. It has a number of key purposes, but central aims include:

- Breaking traditional thinking around where and how mental health is supported
- Exploring the power of creativity in positive change in peoples lives
- Forging and maintaining dynamic cross sector partnerships
- Playing a key role in the long term sustainability of ODC by generating sustainable revenue

This is a hugely important and central role which includes the full running of the venue, management and development of a team of staff who run the bar/ coffeeshop/events and being responsible for finances and the overall events portfolio at the space.

Working Hours:

Work will be primarily within Monday to Friday daytimes, although it will be necessary to regularly work outside of core working hours, including on weekends and after hours.

Relevant Behaviours:

Leadership skills, adaptability, effective listening, ability to prioritise, understanding the vision for ODC and demonstrating values, accountable, proactive, attention to detail, proactive problem solver, ability to work at pace.



Essential duties:

Management

- Responsibilities of a number of staff members including baristas, an events lead, bar staff / supervisors and cleaning / facilities contractors
- Responsible for ensuring that high standards are maintained across the premises in terms of presentation and cleanliness
- Ensure that staff are performing at a high level and have appropriate KPI's, for which achievement of the Bloom Lead is ultimately accountable
- Ensure the development of responsible staff team leaders
- Responsible for the finances and income generated through Bloom Building
- Providing information relating to operations to the SLT
- Recruitment, training and management of staff
- Maximising efficiency, minimising wastefulness
- Consideration and delivery of the green credentials of Bloom

Facilities and Space

- Responsible for the space being opened and closed appropriately
- Responsible for on site safety and security processes and management
- Ensuring relevant paperwork, risk assessments and reviews are carried out and logged appropriately
- Liaise and work with suppliers, cleaners, plumbers, electricians etc to manage good upkeep of the building
- Maintaining high standards of the space in terms of presentation, cleanliness and safety
- Stock taking, stock maintenance and ordering

Relationships

- Responsible for relationships regarding bookings – Includes working with private hires, promoters and other businesses – Working closely with Events Lead
- Nurturing working relationships with cross sector stakeholders, partners and referrers
- Responsible for overseeing customer relationship and rectifying any problems, complaints or concerns
- Manage and maintain the relationships with Bloom Building tenants to ensure they have the best possible experience for their organisations
- Oversee social media and communications strategy to engage existing customers and the wider public

Projects

- Development and vision for progressive programming
- Responsible for high quality delivery of a small number of funded

- projects in the space, such as Apertura
- Management of sub budgets
- Monitoring, evaluation of delivery

Candidate requirements:

Essential (E)

Able to build a good rapport with people and manage relationships (E)

Track record and evidence of ability to manage difficult conversations (E)

Able to organise and coordinate a team – demonstrable experience of management experience (E)

Track record of success in delivering exceptional events and engaging medium to large audiences (E)

Able to demonstrate that they can successfully work independently and creatively (E)

Ability to troubleshoot and problem solve independently (E)

Good written and communication skills (E)

Knowledge of financials and cashflow – Accounting for profit and loss (E)

Favourable (F)

Has a good knowledge of local area and offer in the music, arts and culture field (F)

Previous leadership / management experience in an arts setting (F)

An interest in The Arts and creative provisions would be beneficial (F)





We are committed to having a diverse workforce and promoting equality, this is a work in progress, and we know we still have a way to go. We value and respect all differences in all people (seen and unseen) and we aspire to inclusive working experiences and an environment that reflects the communities we serve, where our people have equal access to opportunities, their voices are heard and they can contribute to our future. We actively encourage applications from BAME and LGBTQ+ candidates, those from lower socio-economic backgrounds, and those with a disability. If you are called for interview and have any accessibility requirements, please let us know

To apply please send a CV, covering letter and completed Equality and Diversity form. Please make sure you include your contact details, that outlines how you meet each of the candidate requirements, and the contact details for two referees that you would be happy for us to contact after interviews have taken place.

Email your application with the subject 'Bloom Lead Vacancy' to vacancies@opendoorcharity.com

This opportunity closes at 5pm on Friday 22nd July and we will be interviewing the week commencing 25th July.

We look forward to hearing from you!

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 <https://opendoorcharity.com>



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