



Hackney Playbus Charity No. 1163792

Hello,

Thank you so much for your interest in joining Hackney Playbus. I'm writing to give you a bit of information about the role and the team to help you decide whether it's right for you.

The Hackney Playbus is a small charity dedicated to bringing play opportunities and support to families who need it the most. We run a variety of services for families with children under five in East London.

Hackney Playbus believes that all children under five living in East London should share the same opportunities to grow, thrive, and reach their potential. Our mission is to provide play, learning, and support to socially excluded families in East London, to encourage children's early years development, and to strengthen families and communities.

The Playbus has been delivering play sessions in Hackney for 50 years. We are currently looking for a new Co-Director of Strategy and Finance to work alongside the Co-Director of Operations to lead the charity when the current post holder retires in December.

A bit about our leadership approach

Hackney Playbus is structured on the principle that decisions should be informed, and where possible made, by those who are closest to the problems we are trying to solve. We believe that striving to embed this core community development principle throughout our governance structures has been a strong contributory factor to the success of our work. Children and families are central to the work that we do and have been instrumental in shaping our theory of change and strategic plan. The participation of all those who work and volunteer at the Playbus in planning, decision making, and delivery adds value, diversity and strength to our organisation.

This collaborative and open approach is reflected in our leadership structures. Our Co-Directors take joint responsibility for the organisation, with the Co-Director (Operations) taking responsibility for service delivery, the early years staff team, monitoring and evaluating the service and safeguarding and the Co-Director (Finance & Strategy) taking responsibility for strategy and partnerships, policies, asset management, income generation and financial management. We believe that both of these aspects of the organisation's directorship are equally important and work together in co-operation and healthy tension to deliver the co-produced Strategic Plan alongside staff, volunteers, families and partners. Both Directors report regularly and work collaboratively with the Board of Trustees.

A bit about the team

The Hackney Playbus team is made up of a group of staff and volunteers who are committed to improving the lives of young children in East London. The members of our team come from diverse backgrounds and have a variety of skills and talents, brought together by a shared belief in the power of play and the importance of community.



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A bit about you

The Playbus is looking for an experienced leader who is passionate about local communities and has a commitment to social justice. You will need to have experience in financial management, and strategic fundraising. You will need to be enthusiastic about the mission of Hackney Playbus, and be able to work adaptably in order to support the team.

A bit about the process

If this sounds like a good fit for you, then please get in touch!

We will have a 3 stage process for recruitment. If you are interested in the role, please send us your CV and answer the following 3 questions in your cover letter:

- 1. Why are you attracted to this role, and specifically, why does this organisation and its values appeal to you?**
- 2. What experience do you have of financial management and strategic fundraising?**
- 3. What advantages and challenges do you think arise from delivering mobile services from a double decker bus?**

Please also provide the details of two referees [here](#).

After the closing date, we will contact candidates and invite you to panel interviews where there will be a mix of staff/volunteers and trustees. We will also ask you to attend a session of the Playbus so that you can see the service in action.

Final decisions will be made by the end of November, with the aim that we have a new person in post as soon as possible after that.

If you would like to know more, or just to have a general chat, please feel free to call me on 07973317435, or email me at karen@hackneyplaybus.org.

All the best,

Karen

Chair of Trustees

Hackney Playbus