



People Development and Youth Engagement Manager

Job Description

Reports To: Tanfield Railway Company General Manager

Location: Marley Hill Engine Shed, Gateshead, Tyne and Wear. The role requires regional outreach across the North East to engage schools and community groups.

Terms:

- Full-time (Initially offered as a 3-year fixed-term contract, with extension subject to the securing of additional funding)
- Salary: Competitive
- Working hours will require flexibility, including significant weekend and evening work to facilitate youth engagement and volunteer training sessions.
- The post is subject to securing and maintaining an enhanced DBS

Description

Tanfield Railway, the world's oldest working railway (dating back to the early 1700s), is seeking a dynamic and passionate manager to lead its ambitious volunteer and youth engagement initiative, "**Tanfield Tracks: Pioneering People on the World's Oldest Railway.**"

This pivotal role is funded by the Reece Foundation and is designed to create a sustainable future for the railway by attracting, training, and inspiring the next generation of engineers, preservationists, and historians, particularly those from socio-economically disadvantaged areas of the North East.

The **People Development and Youth Engagement Manager** will be the driving force behind the "Tanfield Tracks" project. This is a hands-on management role requiring exceptional interpersonal skills, project coordination ability, and a deep commitment to community and youth development. The manager will be responsible for designing and delivering all volunteer-led training and outreach programs, with a primary focus on achieving the specific recruitment targets outlined in the grant application.

About Tanfield Railway:

Founded in the early 1700s, Tanfield Railway holds a rich place in history as the world's oldest railway. Its guiding principles centre around preserving this legacy while providing a high-quality visitor experience. As we celebrate 300 years, we aim to blend tradition with innovation, offering unique experiences through our steam train journeys, historic sites, and events.

Key Responsibilities

1. Volunteer Recruitment and Management:

- **Strategy Implementation:** Spearhead and execute the 3-year plan to expand the total active volunteer base from 150 to **300 individuals**.
- **Retention and Satisfaction:** Develop and manage volunteer onboarding, continuous professional development, and recognition schemes to ensure high retention rates and satisfaction.
- **Programme Development:** Design and lead structured, skills-based training programmes in engineering, historical preservation, and railway operations, ensuring compliance with all relevant safety standards.

2. Youth Outreach and Engagement:

- **Targeted Recruitment:** Actively recruit and mentor a minimum of **30 dedicated youth volunteers (aged 14-25)**, providing meaningful, hands-on experience in restoration and operational projects.
- **Educational Partnerships:** Forge strong, active partnerships with local schools, community groups, and educational institutions to engage **300 young people (aged 10-25)** through workshops, educational visits, and interactive programmes.
- **STEM Focus:** Ensure all youth activities promote interest and practical skills in **STEM** fields (Science, Technology, Engineering, and Mathematics), directly linking their experience to real-world career paths.

3. Community and Career Pathways:

- **Deprivation Focus:** Prioritise outreach efforts to communities in economically disadvantaged areas, providing transformative opportunities that promote social mobility.
- **Industry Collaboration:** Establish and maintain partnerships with local industry leaders in engineering, transport, and heritage sectors to facilitate career advice, mentorship, and opportunities for apprenticeships or job placements for project participants.

4. Monitoring and Reporting:

- **Impact Measurement:** Implement comprehensive monitoring systems (surveys, records, focus groups) to track key metrics, including volunteer numbers, retention

rates, skill acquisition, and subsequent educational/employment outcomes of participants.

- **Grant Reporting:** Provide regular, detailed reports to the Tanfield Railway leadership and the Reece Foundation, demonstrating progress against all project objectives and ensuring responsible stewardship of grant funds.

Qualifications and Skills

- Proven experience (3+ years) in volunteer management, youth development, community engagement, or educational programme coordination.
- Demonstrable track record of successfully meeting recruitment or engagement targets in a project-based environment.
- Exceptional ability to design, deliver, and manage structured training or educational workshops, particularly those related to technical or heritage skills.
- Strong understanding of **safeguarding policies** and experience ensuring compliance with health and safety standards in a practical or engineering-focused environment.
- Excellent interpersonal, communication, and presentation skills, with the ability to inspire and motivate diverse groups, including young people and seasoned volunteers.

Desirable Attributes

- Familiarity with the socio-economic landscape and community infrastructure of the North East (e.g., Gateshead, Newcastle).
- Experience in or knowledge of the heritage, engineering, or railway sectors.
- Prior experience in managing a grant-funded project, including monitoring and reporting on specific project outcomes.
- A valid UK driving license and access to transport is desirable, given the need for regional outreach.