



Girls' Brigade Project Manager - Military Families recruitment pack 2025



GB Ministries is the operating name of The Girls' Brigade England & Wales - a company limited by guarantee (No 206877) and a registered charity (No 206655)

Introduction

About the job:

We seek to appoint a Girls' Brigade Project Manager focusing on engaging young people from military families with The Girls' Brigade England and Wales.

Who we are:

Girls' Brigade England & Wales helps girls and women explore and engage with real life and Christian faith in fun, informative and hopeful ways.

We are a registered charity (Charity Number 206655) and a company limited by guarantee (Company Number 00206877) registered in England and Wales at Cliff College, Calver, Hope Valley, S32 3XG.

Click [here](#) to discover more about Girls' Brigade England & Wales.

Working arrangement:

This role is home-based. The normal hours of work are 17.5 each week.

Faith:

A specific faith is not an essential requirement for this role, but the successful applicant should be comfortable working alongside and in partnership with an organisation rooted in faith and be fully supportive of and engaged with the ethos, values, and aims of Girls Brigade Ministries.

Next steps:

To make an application send an up-to-date CV with a detailed covering letter outlining your interest in the post by email to jess.gill@gb-ministries.org.

1. Closing date	1 August 2025
2. Interview date	7 August 2025

1. We reserve the right to close the vacancy earlier than this date and without further public notification should a sufficient number of applications be received.
2. Interviews will be held online.

Job description

Job title:	Girls' Brigade Project Manager (Military Families)
Responsible to:	Operations Manager
Working hours:	This post is offered as a fixed term 17.5 hours a week post for 2 years
Salary:	£11,900 per annum

Role purpose and overview

The Project Manager will lead the successful delivery of a two-year fixed-term growth initiative focused on engaging and supporting girls, young women, and adult women from military families to actively participate in and contribute to the Girls' Brigade. This role is responsible for developing and implementing measurable, strategic plans in four key areas:

1. Increasing membership among girls and young women from military families.
2. Recruiting and supporting adult women from military families as leaders, helpers, and volunteers.
3. Embedding a sustainable 'military relationship led' stream within the organisation by working collaboratively with stakeholders.
4. Executing a compelling PR and social media strategy to raise awareness and promote growth in this area.

The Project Manager will ensure that all activities are aligned with the charity's mission and are evaluated through clear, data-driven outcomes.

Whilst our primary Christian partnership is with the Methodist Church, the role should also engage with other denominations when it is sensible to do so.

The focus of the work is primarily in the Salisbury Plain, Amesbury, Tidworth, Bulford and Andover areas, though online activity is anticipated to allow broader engagement for those who can benefit from it.

Team working and support

The post-holder will work all their contracted hours on this project and will be a key part of a broader team of Girls' Brigade staff and volunteers contributing to ensuring the success of this project. Support and mentoring will be provided by the Girls' Brigade Support Centre.

Key contacts

Key contacts include leaders of GB groups in the geographic area of focus, the CEO, Comms Manager, the Finance Manager, and the Administration Officer, in addition to the Methodist Forces Board, local churches, military families' groups and support services.

Job description:

- Develop relationships with key stakeholder groups, including local military bases and the groups that support military families, other charities that focus on supporting military families, local Girls' Brigade groups, and Methodist Churches.
- Bearing in mind the context for military families, establish the needs of girls and young women so that we can ensure that our programme and our activities (both face-to-face and online) are designed to address the particular issues and challenges that they face.
- Contribute to the development of new programme resources on supporting girls and young women in military families.
- Work with contacts in the Methodist Church and the military to identify allies and advocates for the project, as well as identify potential leaders for new Girls' Brigade groups
- Identify opportunities to open new Girls' Brigade groups in the area of focus, and undertake capacity building and promotional activities (primarily online) to grow capacity in existing GB groups in military areas e.g. Colchester and Amesbury

- Leverage key contacts and allies in the Methodist Church as well as in the forces, liaise with the Girls' Brigade Communications Manager to run social media comms campaigns to promote the work and encourage engagement
- Work to the agreed plan to deliver the project, proactively flagging up any issues at an early stage, and proposing solutions to issues as appropriate
- Work with the Operations Manager to report to the project funder on a monthly basis (exception reporting) and quarterly reporting
- Make a significant contribution to the review and evaluation of the project and the sharing good practice
- Any other duties as reasonably directed by your manager.

Person specification

Job title: Girls' Brigade Project Manager - Military Families

	Essential	Desirable
The person	Empathy with Christian values and with the aims of The Girls' Brigade and the project	Practicing Christian
	Clean driving licence and own vehicle.	Local knowledge in the geographic area of focus.
Skills	Excellent communication skills.	Good digital skills and an appreciation of how to ensure engagement and participation in digital settings.
	People engagement and relationship building.	Good appreciation of the value and key techniques of successful social media campaigns.
	High levels of personal organisation.	
	Strong project management skills	
	The ability to present and story tell	
	Strong problem-solving skills	
	Self-starter and ability to motivate others	
	Strong knowledge of Microsoft Office.	
Other areas	Good understanding of safeguarding policy and practice.	Familiarity with military families and the issues they face.
		Experience of youth work and/or membership of uniformed youth groups.
		Understanding of equality, diversity and inclusion.

SAFER RECRUITMENT

This post will follow our safer recruitment processes, including DBS check and references.