



Programmes and Grants Manager

Up to £40,000 per annum

Help Shape a Brighter Future for Bedford

Do you have the vision to turn great ideas into impactful programmes? Are you committed to creating opportunities for children and young people, and helping communities to thrive?

The Harpur Trust is a charitable organisation that operates four leading independent schools, delivers a substantial community grants programme and sponsors the Heart Academies Trust. With more than 1,200 employees, we invest in education, community development and initiatives that improve life chances across Bedford Borough.

We are also a founding partner and host of Bedford Giving, a movement of businesses, charities and other partners, who have all come together to form Bedford Giving to help create a brighter future for the next generation in Bedford.

We're looking for a dynamic Programmes and Grants Manager to play a central role in delivering these missions. This is a unique opportunity to join a respected local charity and help shape the future of Bedford Giving.

About the Role

As Programmes and Grants Manager, you will lead the development, commissioning and management of high-impact programmes and partnerships across The Harpur Trust and Bedford Giving.

You'll take ideas from concept to delivery, identifying community needs, researching solutions, commissioning services, managing partnerships and ensuring programmes achieve meaningful outcomes.

This is a varied and rewarding role combining strategy, programme development, stakeholder engagement, grant-making and contract management. You'll work closely with senior leaders, trustees, community organisations and delivery partners, helping to ensure that every pound invested delivers maximum impact.

About You

We're looking for someone who combines strong project or programme management skills with a genuine commitment to improving outcomes for children, young people and communities.

You will bring:

- Experience of programme development, commissioning, grant-making or service delivery within the charitable, public or voluntary sector.
- Strong project and contract management skills.
- Excellent relationship-building and stakeholder engagement abilities.
- Confidence managing multiple priorities and delivering work to a high standard.
- Strong written and verbal communication skills.
- A proactive, solutions-focused approach and a willingness to take initiative.
- A passion for creating positive social impact.

Why Join Us?

At The Harpur Trust, you'll be part of an organisation with a long history of investing in people and communities.

In return, we offer:

- A competitive salary up to £40,000.
- The opportunity to influence programmes that improve lives across Bedford.
- A supportive and collaborative working environment.
- Professional development and learning opportunities.
- Generous pension and employee benefits.
- Flexible and hybrid working arrangements where appropriate.
- The chance to work with inspiring partners across the charity, education and community sectors.

Interested?

To find out more and view the full job description, visit:

www.harpurtrust.org.uk/work-for-us

To apply, please send your CV and covering letter to:

hr@harpurtrust.org.uk

Closing date: Wednesday 23 September 2026

Interviews: Thursday 1 and Friday 2 October 2026