

## Project Manager, Porth Gwyrdd

### Job Description

Location	Foothold Cymru's offices in Llanelli with travelling throughout Powys, Carmarthenshire, Ceredigion and Pembrokeshire if required.
Reporting To	Project Director
Terms and duration of Contract	To the 31 <sup>st</sup> March 2030
Salary	£34,000 per annum

### Overview of the Partnership

Porth Gwyrdd - Green Gateway - is an ambitious five-year initiative designed to inspire, engage, and support marginalised 16-30-year-olds in Mid and Southwest Wales into sustainable, green careers. The project is co-designed with and for young people who are disabled and/or from diverse ethnic communities, particularly women, those at the margins of education and employment, on low incomes, and living in rural areas. The partnership is led by Foothold Cymru in partnership with Antur Cymru, Menter Gorllewin Sir Gâr, and PLANED, working across Carmarthenshire, Ceredigion, Pembrokeshire, and Powys.

The Porth Gwyrdd project is funded by the Welsh Governments' Dormant Funds Green Careers Programme and is managed by the National Lottery Community Fund in Wales. The fund aims to:

- Increase awareness of green careers among young people, especially those who are disabled or from diverse ethnic communities.
- Support these young people into green careers through skills development, work experience, and long-term employment.
- Equip employers to provide inclusive opportunities.
- Share learning to influence policy and practice, driving innovation and inclusion in the green economy in Wales and beyond.

## Purpose of the Role

The Project Manager will lead the effective delivery of the Porth Gwyrdd, ensuring the partnership achieves its ambitious targets and delivers meaningful, measurable outcomes for young people. The role is based at Foothold Cymru and will require close collaboration with all consortium partners, employers, training providers, and stakeholders.

## Key Responsibilities

- Lead and coordinate the delivery of all project activities, ensuring milestones, outputs, and outcomes are met on time and within budget.
- Act as the main point of contact for the partnership, fostering strong collaborative relationships between Foothold Cymru, Antur Cymru, Menter Gorrlewin Sir Gar, Planed, and other stakeholders.
- Oversee management of the project team based within Foothold Cymru.
- Develop and maintain robust project plans, risk registers, and monitoring frameworks.
- Ensure compliance with funder requirements, including safeguarding, environmental impact, and Welsh language standards.
- Collaborate with the project director and monitoring and evaluation officer on the collection, analysis, and reporting of monitoring and evaluation data, ensuring learning is captured and shared.
- Oversee the commissioning and delivery of training for young people across all regions, including accredited green skills training (developed in partnership with Coleg Sir Gâr/Ceredigion).
- Collaborate with the project director and monitoring and evaluation officer to dissemination learning, including the development of the Porth Gwyrdd Playbook, events, and policy briefings to share learning and influence wider practice.
- Represent the partnership at external meetings, forums, and with the media as required.

## Outcomes and Impact of the Role

- Improved progression rates for underrepresented groups into paid placements, further education, or sustainable employment.
- Effective project management ensuring strong partnership working, timely delivery of outcomes, and long-term impact for diverse young people in the green sector.
- Contribution to the learning base on inclusive green careers by capturing and sharing best practices, helping to produce a legacy for future initiatives.

## Person Specification

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### Essential

- Proven track record in managing complex, multi-partner projects or programmes, ideally in the youth, education, employment, or community sectors.
- Strong project management skills, including planning, monitoring, evaluation, and financial management.
- Experience of partnership working and stakeholder engagement across sectors.
- Ability to lead, motivate, and manage multidisciplinary teams.
- Excellent communication, negotiation, and interpersonal skills.
- Commitment to equality, diversity, and inclusion, with a strong understanding of the barriers faced by disabled young people and those from diverse ethnic backgrounds.
- Experience in monitoring, evaluation, and reporting to funders
- Ability to work independently and as part of a team, managing competing priorities and deadlines.

### Desirable

- Experience in green skills, sustainability, or environmental sector projects
- Welsh language skills.
- Experience of working in rural or multi-county contexts.
- Familiarity with supported employment or inclusive recruitment practices
- Experience of co-production or participatory project design.



- Understanding of the policy landscape for green skills and youth employment in Wales.
- Knowledge of managing National Lottery Community Fund projects or similar programmes.

### Other

- Full UK driving licence and willingness to travel across Mid and Southwest Wales.
- The partnership is committed to flexible working and supporting staff wellbeing.
- This post is subject to an enhanced DBS check.