



Project Manager - Full-time position

(hybrid working with main office at 151 Dale Street in Liverpool City Centre)

Package

A salary of £36,500 - £42,000 depending upon experience, 27 days holiday per year, plus excellent pension scheme. We offer flexible and family-friendly working arrangements and support for continuing professional development.

About Health Equalities Group (HEG)

We're Health Equalities Group (HEG), a public health charity working to improve the wellbeing of communities across the UK. We're an independent voice for preventative public health in the North-West and beyond. We believe everyone deserves to live a long, healthy and happy life. But right now, not everyone gets that opportunity. That's why we work with local authorities, charities, the NHS and central government to help improve the conditions that hold back so many of our communities.

Find out more about our work at: www.heg.org.uk

Together, we can create a fairer, healthier society.

About Give Up Loving Pop (GULP)

HEG developed the successful 'Give Up Loving Pop' (GULP!) sugar drinks education programme 10 years ago, with our GULP programme going through a sustained period of growth. HEG is commissioned by a mix of local authority public health teams and NHS Integrated Care Boards to deliver a four-week GULP education programme for Key Stage 2 pupils in primary schools. HEG partners with community foundations of professional sports clubs to deliver the programme in schools, educating children about the health harms associated with sugary drinks, in particular oral health and weight gain. The programme has been able to demonstrate significant impact over the last 10 years, with an evaluation of the programme recently featuring as a peer reviewed article in the [British Dental Journal](#).

About this role

The primary purpose of the role is to manage a growing portfolio of GULP commissions across the UK. The role exists to ensure that every project is delivered to contract, that the monitoring and evaluation data behind it stands up to scrutiny, and that commissioners and delivery partners receive a consistently high standard of service as the programme scales.

As a self-starter you will have solid experience of running multiple concurrent projects in a complex environment with multiple delivery partners and competing priorities, combined with the analytical skill to turn programme data into clear, accurate reporting for commissioners and funders.

Reports to:	Senior Project Manager
Location:	HEG, 151 Dale Street, Liverpool City Centre; hybrid working with a minimum of three office-based days a week
Travel	Regular travel across the UK, including occasional overnight stays

Responsibilities and key tasks

- Manage a portfolio of GULP projects, developing and maintaining clear delivery plans, budgets, timelines and performance measures.
- Coordinate delivery partners, including community foundations of professional sports clubs, local authorities and NHS commissioners, ensuring roles, expectations and deadlines are clearly understood.
- Monitor project delivery against contracts and agreed outcomes, identifying risks or underperformance early and coordinating appropriate corrective action.
- Analyse quantitative data, including pre- and post-programme survey results, to assess programme reach, effectiveness and impact.
- Prepare clear, accurate progress reports, evaluation findings and presentations for commissioners, funders, partners and other stakeholders.
- Undertake regular travel across the UK to attend project meetings, train club community coaches, observe delivery and support continuous improvement and sharing of good practice.
- Provide regular updates to the Senior Project Manager and Executive Director on progress, budgets, risks and emerging issues, contributing to team planning and wider organisational priorities.

Qualifications, skills and experience:

Essential

The successful candidate will have:

- Master's degree, preferably in public health or a related discipline, with a substantial research methods or quantitative component
- Experience of managing or coordinating several projects at the same time, keeping them to agreed timescales and budgets and flagging risks early
- Experience of monitoring delivery against agreements, contracts or funding conditions, and following up with partners where delivery falls short
- Experience of analysing quantitative data such as pre/post survey data. This includes cleaning data, handling missing or unmatched records, and selecting, running and correctly interpreting appropriate statistical tests
- Experience of writing clear, accurate reports summarising data and findings for external audiences such as funders, commissioners or senior colleagues
- Advanced Excel skills, including formulas, lookups, pivot tables, charts and data validation
- Experience of building and maintaining productive relationships with a range of partners, such as local authority public health teams, NHS bodies, schools and voluntary or community organisations
- Understanding of health inequalities, prevention, and how local public health commissioning works
- Excellent written and verbal communication, adapted to audiences ranging from commissioners to coaches and school staff
- Ability to work autonomously, prioritise a heavy and changing workload, and meet deadlines while working away from the office
- Ability and willingness to travel regularly across the UK, including overnight stays, to meet partners, observe delivery and attend meetings
- Commitment to equality, diversity and inclusion in employment and service delivery.

Desirable

The successful candidate may have:

- Understanding of the community sports landscape, including Club Community Organisations for both football and rugby clubs, the EFL in the Community, Premier League Communities and County Football Associations
- Knowledge of oral health, sugar-sweetened beverages, or children's diet and nutrition policy
- Experience of using evaluation frameworks such as RE-AIM, logic models or theories of change
- Experience of using statistical software (SPSS, Stata, R, or Jamovi) or Python for data analysis
- Experience of designing surveys or standardising data collection tools across multiple sites

- Experience of delivering school-based or children and young people's programmes
- Experience of training or supporting delivery staff to collect data consistently
- Experience on the provider side of commissioning, such as responding to tenders, pricing proposals or business development
- Project management qualification (e.g. PRINCE2, APM PFQ/PMQ) or equivalent
- Experience of presenting at conferences or contributing to peer-reviewed publications.

Safeguarding

HEG is committed to safeguarding and promoting the welfare of children and young people. This post is subject to a satisfactory enhanced DBS check.

To apply:

Please send an **up-to-date CV of no more than 2 sides and a 1 page covering letter** explaining how your skills and experience fit this role of Project Manager. Your covering letter should set out how you meet the essential criteria listed above; we will shortlist against those criteria.

Deadline for applications and interview process:

5pm, Friday 16th October 2026

Send CV and cover letter to: michael.viggars@heg.org.uk

Interviews will take place in the first week of November 2026. Candidates invited to interview will be asked to prepare a short task and presentation, which we will send out in advance.

We welcome applications from all backgrounds. If you need any suitable adjustments at any stage of the recruitment process, please let us know. For any informal enquiries, please contact: michael.viggars@heg.org.uk