Safeena
Muslim Cancer Support Network

In Partnership with
MACMILLAN CANCER SUPPORT

Head of Transformation

Salary	Contract	Location	Reports to
£65,000	24 months	Hybrid (with national travel)	Board of Trustees

"Shape the future of the **UK's first Muslim Cancer Support Network.**"

Section 1

Safeena is the UK's first Muslim Cancer Support Network, dedicated to ensuring that no Muslim facing cancer feels alone.

We provide:

- Faith-informed emotional and spiritual support
- Peer befriending and family support
- Bereavement Support
- Cancer literacy and early detection awareness
- Help navigating NHS and community services
- Culturally sensitive volunteer support
- Education and awareness in mosques and communities

Our work is rooted in **compassion**, dignity, sincerity, service (khidma) and the belief that every individual deserves culturally and faith centred care at their most vulnerable moment(s) .

Over 3.9 million Muslims live in the UK, and cancer outcomes for many remain deeply unequal. Safeena exists to change that.

Section 2
Two Year Transformation

Safeena is working on two year focused plan around:

- Building organisational capacity
- Strengthening governance and safeguarding
- Developing a skilled volunteer and staff workforce
- Increasing community-based cancer awareness activity
- Improving support pathways for Muslims affected by cancer
- Creating a national framework that can be expanded across regions

We want to **transform Safeena** from a volunteer-led initiative into a professionally governed, data-driven national organisation.

The Head of Transformation will play the **central leadership role** in introducing and delivering this transformation.

Section 3
Why This Role Matters

This is an exciting opportunity to lead the organisational development of a grassroots, community-trusted initiative into a national, professional and sustainable cancer support network.

You will:

- Drive transformation at every level — governance, systems, culture, workforce and partnerships.
- Lead a major equity-focused programme with Macmillan, NHS partners, mosques and community groups.
- Build organisational structures that will be long lasting.
- Ensure Safeena becomes even more credible, compliant, high-performing national charity capable of reaching thousands.

If you care about **health equity, community empowerment** and culturally competent care — this role will give you the platform to create lasting change.

Section 4
Our Values

Sincerity (Ikhlas)

- We serve with authenticity, compassion and integrity.

Accountability

- We commit to transparency, good governance and responsible leadership.

Faith-Informed Support

- We provide culturally and spiritually sensitive guidance for those who need it most.

Service (Khidma)

- We honour the trust placed in us by serving with humility and care.

Benefit to Humanity

- We act for the wellbeing of individuals, families and communities.

Section 5
Oganisational Structure

Section 6

Role Summary

Job Title

Head of Transformation

Salary

£65,000

Contract

24 months

Location

Hybrid

with travel across London, Yorkshire and the Midlands

Reports to

Board of Trustees

Direct Reports to

Volunteer Manager, Chaplain and Charity Support & Campaign Manager

Indirect Oversight

Marketing & Fundraising Manager, Admin Support

Indirect Oversight

Marketing & Fundraising Manager, Admin Support

Hours

Full-time

The Head of Transformation leads Safeena's organisational development, service transformation, governance, safeguarding, data systems, workforce development and delivery of the Macmillan programme.

Section 7
Key Responsibilities

A. Organisation-wide Leadership & Change

- Lead Safeena's transition into a professionally governed, robust and scalable organisation.
- Embed organisational systems: safeguarding, governance, operations, policies, quality assurance, data and risk.
- Establish a performance-driven culture with clear expectations, accountability and learning.
- Champion culturally competent, faith-sensitive approaches across all service design and delivery.
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B. Governance, Safeguarding & Compliance

- Lead governance processes including board reporting, risk management, policy frameworks and incident oversight.
- Maintain the charity's safeguarding framework and act as Senior Safeguarding Lead.
- Ensure full GDPR compliance and data protection systems (RoPA, DPIAs, breach logs).
- Co-ordinate audit, assurance and compliance reporting to trustees and Macmillan.

C. Programme Leadership

- Lead and co-ordinate on all major workstreams
- Produce quarterly dashboards and reports showing reach, equity, outcomes and learning.
- Chair regular programme reviews and contribute to strategic learning.
- Ensure Safeena meets all KPIs, milestones and compliance requirements.

D. People Leadership

- Line-manage the Volunteer Manager, Chaplain and Charity Support & Campaign Manager.
- Provide indirect leadership for Marketing & Fundraising and Admin Support.
- Build capability, confidence and cohesion across the team.
- Embed reflective practice, supervision and staff wellbeing approaches.

E. Partnerships & External Engagement

- Act as Safeena's senior representative with Macmillan, NHS Trusts, ICSs, cancer alliances, local authorities and other stakeholders.
- Build strong relationships with mosques, Imams, scholars and community organisations.
- Represent Safeena at strategic forums, panels and partnership tables.

F. Sustainability & Funding Readiness

- Lead the development of Safeena's multi-year sustainability plan.
- Work closely with the Marketing & Fundraising Manager to diversify income.
- Co-author major funding proposals for 2026–29.
- Strengthen organisational visibility, credibility and operational maturity.

G. Data, Impact & Evaluation

- Oversee Safeena's monitoring, data quality and learning systems.
- Produce quarterly performance dashboards.
- Lead the external evaluation process and annual learning report.

Section 8
Person Specification

Essential

- Leadership experience (typically 7+ years) but not essentially in charity, health, social care or community settings.
- Proven experience leading organisational transformation and systems implementation.
- Strong background in governance, safeguarding and risk.
- Experience managing multiple workstreams or large-scale programmes.
- Skilled at developing staff, building culture and leading change.
- Experience working with racialised, faith-based or minoritised communities.
- Ability to engage credibly with senior partners (NHS, funders, community leaders).
- High emotional intelligence, integrity and judgement.
- Commitment to faith-sensitive, compassionate, culturally respectful support.

Desirable

- Experience in cancer pathways, health inequalities or bereavement services.
- Knowledge of Muslim community dynamics, mosques and faith leadership.
- Experience of fundraising strategy, income diversification or bid-writing.
- Project management qualifications (PRINCE2, Agile).

Section 9
Key Deliverables (Year 1)

- Complete governance framework, policies and compliance documents.
- GDPR artefacts finalised and implemented.
- Safeguarding system fully operational.
- Volunteer training pathway finalised and rolled out.
- 12+ community engagement events delivered.
- 120–150 service users supported through Safeena pathways.
- 150,000+ digital impressions through campaigns.
- Quarterly dashboards delivered.
- External learning brief published.
- Draft multi-year funding proposal for 2026–29 completed.

Section 10
How To Apply

To apply

Please Submit

- Your CV (3 pages max)
- A supporting statement (max 2 pages) explaining:
  - Why you are motivated to join Safeena
  - How you meet the essential criteria
  - Your experience delivering organisational transformation
  - Your understanding of culturally competent and faith-sensitive support

Applications should be sent to Hello@safeena.org.uk

Shortlisted candidates will be invited to a two-stage interview, including a leadership task.

Section 11
Equality, Diversity, Inclusion

Safeena is committed to equity, dignity and opportunity for all. We welcome applications from people of all backgrounds and under-represented communities, including those from:

- Muslim communities
- Racially minoritised backgrounds
- Individuals with lived experience of cancer or caring
- People with experience of faith-based community work
- Candidates who bring new perspectives and challenge inequality

Reasonable adjustments are available throughout the recruitment process.

Section 11
Contact

For an informal conversation about the role, please email:

Hello@safeena.org.uk

Section 12
Closing Date

Closing date for application is

23rd March 2026

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