



RECRUITMENT PACK

HEAD OF PEOPLE AND CULTURE



myactive.uk/Careers



A MESSAGE FROM OUR MANAGING DIRECTOR

Thank you for your interest in joining MyActive.



About MyActive

Established in October 2024, by High Peak Borough Council together with its strategic alliance partner, Staffordshire Moorlands District Council, we are a community-focused, active wellbeing company established with the purpose of helping to improve lives through movement.

We have the privilege of operating a wide range of facilities and services across the High Peak and Staffordshire Moorlands areas, in the attractive towns of Glossop, New Mills, Buxton, Leek, Biddulph and Cheadle. Our life-changing services also reach out to communities, collaborating with local systems and partners to help tackle inequalities, long-term health conditions and isolation.

This newly created Head of People and Culture position is central to the next phase of our growth. This is not about maintaining the status quo. It is about developing support services and helping to influence organisational culture at a formative stage, working directly with senior leaders and colleagues across the organisation to create an environment where people feel well supported, valued and empowered.

What excites me most about this role is the visibility of its impact. The difference you make will not just be seen in policies or reports. It will be felt in the day-to-day experiences of colleagues who, in turn, deliver life-changing services to our communities.

If you are looking for a senior leadership role where your professional expertise genuinely shapes an organisation's future, I really do encourage you to apply.



Rob Wilks



HEAD OF PEOPLE AND CULTURE

About the role

We're looking for a people (HR) professional to lead our people and culture work in this newly created position.

As part of MyActive's senior leadership team, you'll play a key role in delivering our organisational purpose by creating the culture and people (HR) practices that make MyActive a great place to work. You will provide trusted HR advice, support positive change, and make sure our people policies and processes are not just compliant, meaningful and empowering.

Location

Agile position, including home working and travel across Staffordshire Moorlands and High Peak

Salary

£43,675

Full-time, 40 hours per week

Plus essential car user allowance of £80.25 per month

Reports to

Managing Director

Benefits

6% Employer Pension Contribution

Holiday entitlement 23 days + bank holidays, rising to 26 days after 5 years' service

Free use of our facilities to support your own wellbeing

What you'll be doing

- Develop and lead our People and Culture Plan.
- Partner with leaders and managers across MyActive to embed good people practice and nurture an engaged, empowered workforce.
- Support organisational change, workforce planning, and employee engagement, including coordination of the Employee Forum.
- Lead on diversity, inclusion, and wellbeing projects, ensuring MyActive remains an inclusive, forward-thinking employer.
- Provide sound advice on HR, employee relations, case management, and performance.
- Work with external providers on recruitment, payroll, and onboarding to maintain a smooth and consistent employee experience.
- Promote learning and development across the organisation, helping managers and teams grow their skills.
- Lead policy development, ensuring alignment with current employment law and best practice.

View the full job description and person specification here:

myactive.uk/Careers



Who we're looking for

You'll be someone who:

- Has solid experience across HR generalist roles
- Is confident advising senior leaders while remaining approachable and grounded.
- Understands employment law and can translate it into practical, people-focused policies and solutions.
- Is comfortable working independently in a part-time, high-impact role.
- Can analyse data and spot trends, but never loses sight of the human story behind the numbers.
- Cares about inclusion, wellbeing and creating positive workplace cultures.

Experience within leisure, public sector or community-focused organisations would be beneficial, but what matters most is your mindset.

We're looking for someone who believes that great organisations are built on trust, fairness and genuine collaboration.

Why join MyActive?

Because this is more than an HR role.

You'll be joining an organisation that is:

- Moving from traditional leisure to holistic active wellbeing
- Investing in new facilities, including a £17 million development in Leek
- Committed to partnership working across councils and health systems
- Focused on reducing inequality and improving lives through movement

You'll have the chance to influence culture at a formative stage, working directly with senior leaders and colleagues across all sites.

And you'll see the difference your work makes, not just in policies or reports, but in the day-to-day experiences of people who deliver services that change lives.

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