

Job Title:	Head of Practitioner and Prisoner Engagement
Reports to:	CEO
Location:	London / Hybrid (two days a week in office – EC1V 0JR)
Hours:	Full time (35hrs)
Contract:	12 months fixed term contract (extension subject to funding)
Salary:	£58,009 - NJC SCP 43 (band 43-48 - inc. London Weighting)
Annual leave:	25 days (+ 2 additional days + birthday leave + office closure between Christmas and New Year, in addition to public bank holidays.
Other benefits:	7% employer pension contribution, cycle to work scheme, annual wellbeing budget and employee wellbeing assistance programme.

Introduction

Prison Reform Trust was founded in 1981 to inform public debate and improve prison conditions and the treatment of prisoners, amidst concerns about a projected prison population of 48,000 by 1984. Fast forward to today, the prison population in England and Wales stands at around 86,000. We overuse prison for non-violent and persistent crime, and we choose to send people to prison for a long time, and it continues to grow.

Our mission is clear. We are working to create a just, humane and effective prison system by influencing decision-makers opinion formers and the public to 1) reduce the use of prison; 2) Improve conditions for prisoners and, 3) promote equality and human rights in the criminal justice system.

Job purpose

PRT is seeking an exceptional candidate for the newly created role of Head of Practitioner and Prisoner Engagement, to be our senior strategic lead for bringing the experiences of those working and living in our prisons to promote a better understanding of the merits of their collaboration, to enhance their network of criminal justice partners, to bring greater innovation into prisons and to share good practice.

Responsibilities:

- To lead on engagement with prisoners and practitioners working in UK prisons
- To support the CEO in the delivery and project management of the annual Next Generation Leadership scheme run by PRT for future prison leaders

- To oversee the annual Hope & Fulfilment Awards scheme to recognise the achievements of prisoners
- To maintain a network of prisoner engagement through planned communications and engagement activities
- To identify priority issues and good practice from prisoners and practitioners and bring them to attention within PRT and through PRT to the relevant individuals and agencies
- To represent PRT in the media and in policy and cross-sector forums
- Liaise and work with PRT departments as required, such as the Policy, Communications & Research team, advice and information, and with other commissioned researchers.
- To contribute to the management and strategic direction of PRT as a member of its senior management team
- To draft articles and other publications as required
- To contribute to funding proposals, reports and liaison with funders in coordination with PRT's Head of Development

Person specification

	Essential	Desirable
Experience and qualifications	<ul style="list-style-type: none"> • Experience working with practitioners in the criminal justice system • Experience of facilitating engagement with service users • Project management experience, including budget oversight • An ability to manage effective working relationships with colleagues and external stakeholders • Proven ability to write clearly and simply – including policy reports/briefings 	<ul style="list-style-type: none"> • Personal experience of imprisonment • Experience of working with grant funders, with a view to making the programme a success and building on it • Experience of speaking to a variety of media

Knowledge	<ul style="list-style-type: none"> • Understanding of the impact of imprisonment • Understanding of the importance of prisoner and practitioner engagement in PRT's wider work 	<ul style="list-style-type: none"> • Knowledge of the voluntary sector • Understanding of the wider criminal justice sector
Skills	<ul style="list-style-type: none"> • Excellent communication skills, both verbal and written. • Ability to work independently, identify opportunities and plan to deliver strategic objectives • Ability to work within a team and contribute to an organisation's senior management. 	<ul style="list-style-type: none"> • Ability to use data and other evidence to inform decision-making and communications with a range of audiences • Experience of working with CRMs/Databases and maintaining accurate records
Personality style and behaviour	<ul style="list-style-type: none"> • A genuine and enthusiastic commitment to the Values, Vision and Goals of the Prison Reform Trust 	

Equality and diversity

PRT is an equal opportunities employer. We have a fair and inclusive culture and seek to reflect the diversity in prisons and the people we represent. If you meet the person specification, we encourage you to apply, and particularly welcome applications from those with Black, Asian, and Ethnic Minority backgrounds, (BAME) as we believe these groups may be underrepresented in prison reform work. PRT welcomes applications from individuals with lived experience of the criminal justice system and actively seeks to create an inclusive environment where everyone can contribute meaningfully.

Safer Recruitment

PRT is committed to open and fair recruitment. We do not ask for disclosure of criminal convictions as part of our application and interview process. Upon offer of employment, following a successful interview, we will request self-disclosure. A DBS check and/or prison

security vetting will then take place for this role and a risk assessment will be carried out to determine suitability for the role.

How to apply

To apply please send your CV and covering letter (no longer than 2 sides of A4) addressing how you meet the above criteria to alex.guthrie@prisonreformtrust.org.uk **by 5pm on 20th January 2026**. Please also include our completed recruitment monitoring form which will be processed separately.

We must receive all 3 documents in order to process your application, and we will request any documents not received.

Interviews will be held at our offices at 15 Northburgh Street, London EC1V 0JR on the 26th and 29th January 2026.

Thank you for your interest in working for the Prison Reform Trust.