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| **Organisation** | Preston North End Community and Education Trust |
| **Position** | Community Coach/Youth Worker **Job Reference: PNE1109** |
| **Salary** | Zero hours contract with rate of £10.00 per hour. |
| **Location** | Preston North End FC, Sir Tom Finney Way, Preston, PR1 6RU |
| **Closing Date** | Ongoing |
| Preston North End Community and Education Trust (PNECET) is seeking to appoint a casual, enthusiastic, skilled and dedicated Community Coach and/or Youth Worker.  Preston North End Community and Education Trust is the official charity of Preston North End Football Club. Utilising the power of Preston North End and football, we situate ourselves at the heart of the Preston community, providing a high quality service to improve lives. Our provision is centred around; community engagement, education, and health and wellbeing. These services connect people from all walks of life, support all to achieve their goals and make positive changes to create a safer, stronger and more resilient community.  The individual will play an important role as a part-time member of staff, working alongside the Community Engagement, Education and Health and Wellbeing teams. Playing a vital role in the delivery and success of PNECET programmes, delivering on our community based initiatives and sports sessions across Preston and the surrounding areas.  The main responsibilities are to work with the Community Engagement Co-ordinator and Health and Wellbeing Officer to deliver and expand the provision within each strand, including but not limited to the following programmes; PL Kicks, PNE Forces, Every Player Counts, Walking Football and a number of other initiatives that align with the Trust’s strategy. The Community Coach/Youth Worker will strive to ensure delivery is successful, whilst empowering individuals within the community to lead a more healthy, positive and active lifestyle.  **How to apply:**  Please send your completed application form along with a letter of support. Please email to [jobs@pne.com](mailto:jobs@pne.com) with subject title **PNE1109** or post to:  FAO Tracy Atkinson, Business Support Officer  Preston North End FC, Deepdale, Preston, PR1 6RU  **Interview dates:**  Interviews dates are to be confirmed. | |

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| **JOB DESCRIPTION** | | |
|  | **Job Title** | Community Coach/Youth Worker |
| **Salary** | £10.00 per hour |
| **Hours of Work** | Zero hour contract.  Hours of work are variable but will include regular out of hours and possible weekend work. |
| **Location** | Preston North End FC, Deepdale, Sir Tom Finney Way, Preston, PR1 6RU |
| **Responsible To** | Community Engagement Co-ordinator, Schools Provision Coordinator and Health and Wellbeing Officer |
| **Responsible For** | N/A |
| **Contractual Status** | Part-time/Casual |
| **2.** | **Overall purpose of the Job** | Working closely with the Community Engagement Coordinator, Schools Provision Coordinator and Health and Wellbeing Officer, you will be responsible for; supporting the delivery of our PNECET provisions across the three strands.  Whilst delivering on the sessions, you will be contributing to the charities strategic objectives and will deliver all projects to a high standard whilst ensuring maximum impact is delivered within the community.  You will need to be confident, proactive and comfortable in taking a leading role on delivery of the programmes, often having to take the lead on provision with large groups of participants. You will work with the Community Engagement Coordinator, Schools Provision Officer, and Health and Wellbeing Officer to deliver high-quality sessions that engage, inspire and progress individuals. |

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| **3.** | **Duties and Responsibilities** | To support with the development and successful delivery, of all Community Engagement, Education and Health and Wellbeing programmes, such as but not limited to; PL Kicks, Veterans, Primary Stars, Walking Football, Soccer Schools and Holiday Camps, ensuring existing provisions continue to be successful and achieve targets.  To support an innovative monitoring and evaluating process is undertaken for all programmes in line with the Trusts monitoring and evaluating processes, creating both qualitative and quantitative data.  To act in accordance with the Trust strategic objectives and policies and seek to promote them.  To ensure the Designated Safeguarding Officer is informed immediately of any concerns relating to safeguarding in relation to any incidents taken place on programme.  Be a passionate advocate for all PNECET projects. |
| **4.** | **General** | To at all times represent Preston North End Community and Education Trust and Preston North End Football Club in a professional manner regarding dress, presentation, personal hygiene, attitude, conduct and professionalism.  To be able to work flexible hours when and where the role of the job requires, including evenings, weekends, home match days and overnight stays. |

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| **PERSON SPECIFICATION** | **DESCRIPTION** |
| **1. Qualifications** | |
| **Essential** | A relevant qualification in Youth Work, Sport, Health and Social Care or equivalent.  NGB Level 1 qualifications  Safeguarding (or willingness to work towards)  First Aid (or willingness to work towards)  Evidence of Continuous Professional Development |
| **Desirable** | Educated to a degree level in a relevant subject such as Youth Work, Sport, or Community Development (or are currently working towards)  NGB Level 2 qualification  Level 2 multi-skills qualification |
| **2. Experience** | |
| **Essential** | An understanding of working within the charitable sector, particularly within a football community trust  Experience of working with hard to reach communities and individuals  Good verbal and written communication skills  Ability to think clearly, creatively, and resourcefully  A high degree of flexibility and confidentiality is needed  Have skills to plan and organise information effectively  Ability to work independently and collaboratively as a member of a team  Knowledge and understanding of safeguarding children and vulnerable adults  Ability to support vulnerable members of the community and maintain positive relationships with them.  Willingness to complete any training modules, first aid and safeguarding workshops that may need to be undertaken throughout the role. |
| **Desirable** | Sound knowledge of the charitable sector  An understanding of Preston and the surrounding geographical area  An understanding of current issues that are affecting the local community  Understanding of current trends and initiatives relating to Community Engagement.  A broad knowledge of barriers that members of the community may face, and strategies to address where appropriate. |

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation. All employees may be required to undertake any other duties as may be reasonably required.

# Safeguarding Statement

The EFL is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment.

This post does require a Criminal Record check (DBS).

# General Information

The employee must at all times carry out their duties with due regard to the Preston North End Community and Education Trust policies and procedures.

The employee must ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.

You will be asked to provide details of referees for the previous five years working history. Preston North End Community and Education Trust is an equal opportunities employer.