

## Blackpool FC Community Trust

Seasiders Way, Blackpool, FY1 6JJ

Charity No: 1128235

Tel: 01253 348691

Email: [office@bfcct.co.uk](mailto:office@bfcct.co.uk)



## Job Description

|                         |   |                     |   |
|-------------------------|---|---------------------|---|
| <b>Job title</b>        | Community Cohesion Mentor (Youth Engagement)  | <b>Salary</b>       | £21,105-23,268                              |
| <b>Type of contract</b> | Initial 12-month contract. 37 hours per week (exclusive of breaks).   |                     |   |
| <b>Location</b>         | Blackpool FC Community Trust  | <b>Closing date</b> | Friday 21 <sup>st</sup> January 2022, 12pm. |
| <b>Responsible to</b>   | Community Cohesion Manager  | <b>Team</b>         | Community Programmes                        |
| <b>How to apply</b>     | <p>Please download an application form from <a href="http://www.bfcct.co.uk">www.bfcct.co.uk</a> for an application form or contact <a href="mailto:brett.whitehead@bfcct.co.uk">brett.whitehead@bfcct.co.uk</a> to request an application form.</p> <p>Once completed please send your application to <a href="mailto:brett.whitehead@bfcct.co.uk">brett.whitehead@bfcct.co.uk</a> or post it to <b>Blackpool FC Community Trust, F.A.O. Brett Whitehead, Community Cohesion Manager, Bloomfield Road Stadium, Seasiders Way, Blackpool. FY1 6JJ.</b></p> <p>This job will be subject to satisfactory references and enhanced DBS procedures.</p> <p>We encourage early applicants as we reserve the right to close the application process at any time.</p>   |                     |   |
| <b>Job Purpose</b>      | <p>Blackpool FC Community Trust is the official charity of Blackpool FC, based at Bloomfield Road Stadium. Working with residents as young as 2 years old up to adults in the later stages of life, BFCCT provide a diverse range of programmes to increase social inclusion opportunities; improve physical fitness, health, and education; and lessen involvement in anti-social behaviour.</p> <p>In recent years the Trust has grown significantly and has become an established organisation, providing something for everybody, that every Blackpool FC fan and resident should be involved in and very proud of.</p> <p>An exciting opportunity has arisen for someone to join Blackpool FC Community Trust as part of the Community Programmes team to deliver on our Tower Above programme on an initial 12-month contract. The programme is funded by Premier League Communities Fund and Blackpool Council.</p> <p>The role will involve working with targeted children and young people (CYP) on a one-to-one basis, via referrals from Early Help &amp; Support Team at Blackpool Council. These CYP will be involved, or on the periphery of, anti-social behaviour and / or socialising with disruptive peers. Through the use of sport and mentoring, the aim is to build positive relationships and offer support to enable the CYP to change direction and make better decisions.</p> <p>The post holder will be jointly responsible and accountable for making sure all related KPI's and targets are met. Ensuring high quality monitoring and evaluation</p> |                     |   |

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methods and techniques are in place is a crucial component of this to meet the needs of the commissioners and target audience, including safeguarding.

Working in partnership with the Comms team, the post holder will also assume responsibility for ensuring that the marketing and promotion needs of the programme is sufficiently met.

Blackpool FC Community Trust are based at Bloomfield Road Stadium and is the independent charitable arm of Blackpool FC, with a focus on engaging, developing, inspiring and supporting the people of Blackpool to live better lives.

### Main roles and responsibilities

|   |
|---|
| <ul style="list-style-type: none"><li>• Mentor young people on a one-to-one basis through the use of sport.</li></ul>   |
| <ul style="list-style-type: none"><li>• Produce regular session notes for each young person.</li></ul>  |
| <ul style="list-style-type: none"><li>• Work with individuals and/or groups from a range of backgrounds.</li></ul>  |
| <ul style="list-style-type: none"><li>• Attend multi-agency meetings to discuss young people's progress and provide updates.</li></ul>  |
| <ul style="list-style-type: none"><li>• Support young people to access other community provision, both internally and externally.</li></ul>   |
| <ul style="list-style-type: none"><li>• Deliver projects to a high standard, working towards pre-defined KPIs.</li></ul>  |
| <ul style="list-style-type: none"><li>• Undertake regular supervision and appraisals with Line Manager.</li></ul>   |
| <ul style="list-style-type: none"><li>• Undertake project evaluation and monitoring as required.</li></ul>  |
| <ul style="list-style-type: none"><li>• Keep accurate files, data and records relating to young people and projects.</li></ul>  |
| <ul style="list-style-type: none"><li>• Attend related networks, meetings and events, supporting partnerships and sharing good practice.</li></ul>  |
| <ul style="list-style-type: none"><li>• Adopt a multi-agency approach to work together with partners supporting our young people, including liaising with parents.</li></ul>  |
| <ul style="list-style-type: none"><li>• Identify new areas of work based upon insight and evidence of need.</li></ul>   |
| <ul style="list-style-type: none"><li>• Ensure the welfare and safety of all participants, which includes safeguarding responsibilities.</li></ul>  |
| <ul style="list-style-type: none"><li>• Demonstrate positive attitudes and values towards others and work in a non-discriminative way.</li></ul>  |
| <ul style="list-style-type: none"><li>• Work alongside other team members to support in other areas of the organisation as and when required to promote best practice.</li></ul>  |
| <ul style="list-style-type: none"><li>• Undertake other duties and responsibilities, in line with the grade of the post.</li></ul>  |
| <ul style="list-style-type: none"><li>• Promote Blackpool FC Community Trust brand and ethos in a professional, strong and positive manner.</li></ul>   |
| <ul style="list-style-type: none"><li>• Work alongside Blackpool FC to promote health, education and inclusion in a positive way to the wider community. To liaise with Blackpool FC in order to utilise club resources such as player appearances and marketing.</li></ul> |

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### Person Specification

| Qualifications   | Essential | Desirable |
|--|-----------|-----------|
| Full driving license and the use of a vehicle.               | ✓         |           |
| Safeguarding (can be completed after appointment if lapsed). | ✓         |           |
| First Aid (can be completed after appointment if lapsed).    | ✓         |           |
| Level 3 in Youth Work, Mentoring or Counselling.             |           | ✓         |

| Knowledge   | Essential | Desirable |
|---|-----------|-----------|
| Knowledge of the Criminal Justice System.   |           | ✓         |
| Awareness and understanding of Blackpool and the surrounding area.                    | ✓         |           |
| Knowledge and experience of safeguarding requirements when working with young people. | ✓         |           |
| Knowledge of Blackpool FC Community Trust and the programmes delivered.               |           | ✓         |

| Skills & Experience   | Essential | Desirable |
|---|-----------|-----------|
| Experience of mentoring young people over long periods of time.   | ✓         |           |
| Experience of working with vulnerable young people within a youth work, education or custodial environment. | ✓         |           |
| Monitoring and evaluation of programmes.  | ✓         |           |
| Achieving set targets and outputs.  | ✓         |           |
| Minimum of 2 years delivering community-based programmes.   | ✓         |           |
| An ability to motivate, inspire and mentor young people towards achieving goals.                            | ✓         |           |
| Excellent IT skills including intermediate abilities in all MS Office programmes.                           | ✓         |           |
| Ability to work independently and collaboratively as a member of a team.                                    | ✓         |           |
| Excellent verbal and written communication skills.  | ✓         |           |
| Ability to monitor, evaluate and assess young people's progress and project performance.                    | ✓         |           |
| An ability to build strong relationships and work collaboratively with a range of partners.                 | ✓         |           |

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| Behaviour   | Essential | Desirable |
|---|-----------|-----------|
| Resilient, with the ability to handle adversity and challenge in a positive way   | ✓         |           |
| Highest levels of personal integrity and ability to maintain trust, sensitivity and confidentiality                                   | ✓         |           |
| Able to work independently and as part of a team  | ✓         |           |
| Demonstrate an ability to foster a positive, values driven culture, where staff at all levels are supported and empowered to succeed. | ✓         |           |
| Flexible and adaptable attitude towards work.   | ✓         |           |
| Innovative thinker with a drive to continually improve.   | ✓         |           |
| Positive attitude and strong focus on teamwork.   | ✓         |           |

## Employment Benefits

- Membership to Perkbox
- 28 day's annual leave (inclusive of eight days bank holidays) increasing by five days after five years of employment
- Community Trust uniform
- Use of work laptop
- Fuel allowance for work related expenses
- Support with work related CPD opportunities

**All roles within the Trust are subject to DBS checks as part our safer recruitment process.**

## Important information about your application

Blackpool FC Community Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This role involves the supervision of and work with children and young people or vulnerable adults and therefore you will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance for work in football by the FA. As such, this post is exempt for the rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions.

As Blackpool FC Community Trust is a diverse organisation that respects differences in race, disability, gender, gender identity, sexual orientation, faith, background, or personal circumstance we welcome all applications. We want everyone to feel valued and included within the organisation to achieve their full

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potential. Blackpool FC Community Trust is opposed to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate.

You provide several pieces of data to us directly during the recruitment exercise. In some cases, we will collect data about you from third parties, such as employment agencies, former employers when gathering references. Should you be successful in your job application, we will gather further information from you. If you would like to know more about the data, we collect and how we use the data please email [selina.hayes@bfcct.co.uk](mailto:selina.hayes@bfcct.co.uk).