



# Wakefield Trinity Community Foundation

## Role Profile

### **Description: Community Engagement Coach**

<b>Job Title</b>	Community Engagement Coach
<b>Salary</b>	£19,500 - £21,500
<b>Location</b>	Wakefield Trinity, The Be Well Support Stadium, Doncaster Road, Wakefield, WF1 5EY
<b>Hours of work</b>	37.5 hours per week. This will include evenings and weekend work.
<b>Responsibility to</b>	Head of Education and Health
<b>Contractual Status</b>	Full Time, 37.5 hours per week

<b>Strategic Aims</b>	<p>Throughout the Foundation, we have three main departments, Education, Rugby League, and Health, Wellbeing &amp; Inclusion. We relish the opportunity to use sport and physical activity to create a positive change and impact on the lives of those we work with.</p> <p><b>2022-2023 Vision:</b></p> <p>'Using the power of sport and physical activity to improve the lives of those within our community'</p> <p>'To be at the heart of the community, adaptable and responsive to the local needs, ensuring our projects are inclusive, sustainable and leave a legacy.'</p>
<b>Strategic Aims of Role</b>	<p>Working throughout Wakefield, Wakefield Trinity Community Foundation is proud to deliver a wide and diverse range of high quality, high impact, sustainable health improvement and physical education provision, across a range of sectors including schools, early years settings, local public spaces and leisure centres.</p> <p>Due to our increased delivery and engagement plans, an exciting opportunity has arisen for a number of motivated and committed Community Engagement Coach to join our ever-expanding team.</p> <p>These roles will work with a wide and diverse range of local partners including schools, youth clubs, local public spaces within the heart of the communities that our Foundation serve on a daily basis.</p> <p>Post holders will be responsible for the delivery of a professional, successful, inclusive and bespoke community-focused delivery offer, ensuring that our community is able to access high quality sport and physical activity provision.</p>

<b>Key Responsibilities</b>	<ul style="list-style-type: none"> <li>• Confidently and effectively deliver community-based sessions, with a key focus on social inclusion.</li> <li>• Ensure that all community-based sessions are enriching and progressive in their nature, providing physical activity engagement opportunities that are inclusive.</li> <li>• Support the delivery of enriching, free-to-access youth outreach and community physical activity and youth work provision, engaging with inactive males and females as well as those at risk of anti-social behaviour</li> <li>• Deliver high quality curriculum and extra-curricular, multi-sport sessions (primarily Rugby League) within local primary schools</li> <li>• Support the delivery of our school's alternative curriculum delivery.</li> <li>• Ensure that all sessions are managed in an effective and confident manner.</li> <li>• Record and produce accurate reporting primarily around attendance figures to ensure accurate reporting to funders</li> <li>• Build relationships with key partners and stakeholders.</li> <li>• Ensure safeguarding/child protection/vulnerable adults' policies are adhered to at all times.</li> <li>• Undertake other administration tasks as appropriate to your level of responsibility, including undertaking duties as can be reasonably expected to ensure the smooth running of the Foundation.</li> </ul> <p>The duties and responsibilities described are not a comprehensive list and that additional tasks may be assigned to the employee from time to time.</p> <ul style="list-style-type: none"> <li>• Support the Game day programme as required</li> </ul>
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### Additional Responsibilities

- Attendance at core Wakefield Trinity Community Foundation events as required, this will be set in a calendar of events.
- Contribute fully to the wider work of the Foundations' organisational priorities; this includes supporting work delivered by other departments.
- Additional duties as required by Wakefield Trinity RLFC.

### Skills and abilities

- Diligent and professional.
- Excellent time and task management skills with good attention to detail.
- IT literate.
- Highly self-motivated with the ability to work independently and act on own initiative.
- Flexible with a positive outcome-focused approach to problem-solving.
- Collaborative worker with the ability to work within a team and develop partnerships (both internally and externally).
- Ability to communicate effectively in a variety of ways to different audiences.
- Ability to provide proactive customer service (both internally and externally).
- Demonstrates respect for diversity and equality of opportunity to actively promote an inclusive environment.
- Demonstrates commitment to own learning and continuous improvement through training and development.

### Requirements

#### Essential

- Experience in managing community-based programmes, working with differing ages.
- NGB Level 2 Sports Coaching Qualification (Ideally Rugby League)
- Safeguarding and First Aid qualification (or willingness to work towards).
- Strong communication skills, including the ability to present in public.
- Ability to work on own initiative and as part of a team
- Ability to be self-motivating and to plan and manage your workload to meet project deadlines
- Ability to relate to people of all ages, from a variety background and from diverse social and cultural groups
- Ability to build a quick rapport with a variety of different stakeholders

#### Desirable

- Experience in engaging with often hard-to-reach target audiences in the community, developing and delivering needs-based provision.
- Level 2 Fitness instructor or Level 3 Personal Trainer qualification.
- Experience of working within youth engagement and outreach work.
- Mental Health qualification or experience.
- Experience in working with people who have a disability.
- A full UK driving license and own vehicle.