



Wakefield Trinity Community Foundation

Role Profile

Description: Community Engagement Coach

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

Strategic Aims	<p>Throughout the Foundation, we have three main departments, Education, Rugby League, and Health, Wellbeing & 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>2022-2023 Vision:</p> <p>'Using the power of sport and physical activity to improve the lives of those within our community' '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>
Strategic Aims of Role	<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; community centres, 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>

Key Responsibilities	<ul style="list-style-type: none"> • Confidently and effectively deliver community based sessions, with a key focus on improving the health and wellbeing of participants • Ensure that all community-based sessions are enriching and progressive in their nature, providing physical activity engagement opportunities that are inclusive. • Support the delivery of enriching, community physical activity and youth work provision, engaging with inactive males and females as well as those at risk of anti-social behaviour • Support the delivery of our schools alternative curriculum delivery. • Ensure that all sessions are managed in an effective and confident manner. • Record and produce accurate reporting primarily around attendance figures to ensure accurate reporting to funders • Build relationships with key partners and stakeholders. • Ensure safeguarding/child protection/vulnerable adults policies are adhered to at all times. • 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. <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"> • Support the Game day programme as required • Attendance at core Wakefield Trinity Community Foundation events as required, this will be set in a calendar of events.

Additional Responsibilities

- 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.
- Level 2 Fitness instructor or Level 3 Personal Trainer qualification.
- 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.
- 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.