

CANDIDATE PACK YOUTH WORKER



**COMMUNITY
PROGRAMME**



**UK year of
service**

IN PARTNERSHIP
WITH **LIVES**



WHO ARE WE?

Sheffield Wednesday FC Community Programme is the football club's charitable arm, established to support the development of cohesive community provision in the wider Sheffield area.



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OUR VALUES:

- **PASSIONATE** belief in the principles of our practice.
- **COMMITMENT** to provide quality provision and services.
- Overcoming challenges with strength and **RESILIENCE**.
- **LEARNING** is at the core of all of our delivery.
- Champion equality and recognise the value of **INTEGRATION**.





WHY WORK FOR US?

By joining the team at Sheffield Wednesday FC Community Programme, you can positively influence the lives of numerous participants throughout the region. Our pioneering initiatives span across four key areas: Participation, Youth/Integration, Health, and Education.

Staff Benefits

- SWFC Season Ticket
- SWFC club shop discount
- SWFCCP staff uniform
- Westfield Health cover
- Funded training opportunities
- 24 hour Professional Advice and Information support



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JOB OVERVIEW



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REPORTING TO:	Alternative Provision Coordinator
SALARY:	National Living Wage
CONTRACT:	Full Time 37 hours / Fixed Term - 9 months

The appointed person will be attentive and relatable to working with young people in a sports education setting. This person will be responsible for building and maintaining a positive relationship with learners, and assisting them in their SEND needs and supporting their progression routes.

This role is funded through the UK Year of Service in partnership with NCS and the EFL Trust. UK Year of Service placements offer paid work that pays back. By joining this programme, you'll become part of a member network across the country; all working to gain experience, develop skills and deliver a positive social impact. Find out more here [UK Year of Service | Paid work that pays back](#)

KEY RESPONSIBILITIES

- To assist in the delivery of Alternative Provision
- To assist teachers in their role
- To assist on the Alternative Provision programme, working to re-engage learners in education.
- To deliver some Alternative Provision sessions throughout the week. Appropriately planning sessions in line with the curriculum
- To support learners in their progression routes
- To develop relationships with students to raise aspirations
- Support learners with their learning needs and re-engage them back into education
- Ensure an engaging and motivating learning experience for students through successful teaching and personal tutoring. These should be to the standard of funders and Ofsted
- To understand and implement support for the diverse needs of all learners
- Helping to develop programmes of learning activities and adapting appropriate materials
- Helping with events, trips and activities
- Attending any PEP meetings for the learners
- Completing termly reports for students
- Helping teachers to plan learning activities and complete records
- Supporting teachers in managing class behaviour
- Supervising group activities
- To partake in and contribute to regular meetings
- Planning, designing and up-dating the programme and its materials and activities
- Creating and maintaining course, student records and associated administration

JOB OVERVIEW (cont'd)



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KEY RESPONSIBILITIES (cont'd)

- To effectively monitor student progress,
- The evaluation of the programme
- To provide programme information to participants, as required
- To support Equality, Diversity & Inclusion practices and procedures in line with the SWFC EDI action plan
- To promote and adhere to safeguarding practices and policies, ensuring that any concerns are logged safely, securely and escalated through CPOMS system, when necessary
- To maintain and undertake your own CPD
- To always represent the organisation in a professional manner

GENERAL RESPONSIBILITIES

- To contribute to the offering of a student's high-quality learning experience, in order to assist them in achieving their goal or qualification for which they are studying.
- Work positively and collaboratively with colleagues to ensure that students have the best opportunity to flourish and succeed
- Ensure that appropriate challenging student targets are effectively set and monitored
- To contribute to the organisational requirements.

OTHER DUTIES

- To undertake liaison, administrative, tutorial and pastoral duties for one or more groups of full-time or part-time students.
- To work with others to develop existing and new programmes.
- To undertake any other duties within reasonable requirements of the job role.

QUALIFICATIONS/TRAINING

- Level 3 or above qualification in Sport (Desirable)
- Valid Enhanced DBS (Essential- can work to in the post)
- Valid Safeguarding training certificate (Essential- can work to in the post)

JOB OVERVIEW (cont'd)



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SKILLS & EXPERIENCE

- Excellent verbal and written communication skills
- Ability to engage with and build rapport with challenging students.
- Ability to think clearly, creatively and imaginatively
- Positive attitude and a strong focus on teamwork
- Ability to communicate with people from all backgrounds
- Ability to build and maintain positive relationships with people
- Demonstrate a high degree of flexibility and confidentiality
- Capable of presenting information, orally and written
- Ability to work on own initiative
- Knowledge of barriers to learning for students
- Knowledge of strategies to assist learners with SEND

The chosen candidate will have a full induction that all our staff receive upon commencing work with us.

The participant will be assigned to a line manager who will ensure the progression, wellbeing and enjoyment of the participant and provide full support for them and their mentors during the duration of employment.

UK Year of Service participants will receive 20% off the job training and support. This will include, but not be limited to;

- Needs analysis, looking at areas the individual will want to develop and improve
- CPD undertaken as a mandatory element, including Safeguarding, but also awards and qualifications linked to the sector
- A club mentor/weekly mentoring sessions
- Reflection and action plan setting - Regular reviews with manager
- Appraisal after 3 months
- Employability skills and job readiness coaching
- Formal and informal training – e.g., coaching qualifications

JOB OVERVIEW (cont'd)



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SWFCCP is an Equal Opportunities and Disability Confident employer and welcomes applicants from all sectors of the community.

SWFCCP is committed to Safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. As such you may be subject to a satisfactory enhanced disclosure via the Disclosure and Barring Service and prior to taking up any role.

A shortlist of suitable applicants will be completed shortly after the closing date and successful candidates will be contacted about the interview process.

If you feel you have all the qualities and experience, please complete the Sheffield Wednesday Community Programme application form, alongside sending your CV to Rachel.Stewart@swfc.co.uk



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