

Education and Employability Activator (FE and Employability)

Contract type:	37.5 hours, one-year fixed term.
Salary:	£22,425
Reports to:	FE and Employability Officer
Location:	Herlingshaw Centre, South Bank Willie Maddren Centre, Riverside Stadium, Middlesbrough Various Education Partner sites
Working arrangements:	09:00-17:30 Monday to Friday, usually with at least one evening until 19:00 Evening and weekend work required to support programme delivery, Middlesbrough FC men and women's match days.
Benefits:	25-days holiday per annum plus bank holidays Health Cash Plan and Employee Assistance Programme through Health Shield Flexible working arrangements 20% discount at Middlesbrough FC Retail Shop Cycle to Work Scheme Equipment such as laptop, mobile phone, and branded kit Free on-site parking at Foundation sites Learning and Development support Employee of the Month and Core Values Awards Two annual Team Weeks including community volunteering days. Priority access to Middlesbrough FC Men's and Riverside Stadium concert tickets

Overview

The Education and Employability Activator (FE & Employability) role will be an active member of the FE and Employability team within the Education and Employability Team, delivering on the Foundation's further education (FE) and employability programmes of NCS Community, USW Foundation Coaching Degree and British Land Bright Lights. As well as on occasion supporting the deliver of wider Foundation programmes and activities within other Education

and Employability programmes, Health and Wellbeing, Social Inclusion, Facilities and Fundraising.

At the Foundation we are committed to living and embedding our core values (**quality, inspire, teamwork, inclusion and honesty and integrity**), in how we deliver our activity and interact with our partners and colleagues. This is an exciting time to be part of our FE and employability offer as we refresh our programmes and launch new programmes, the role will have the opportunity to plan, develop and deliver **quality, inclusive** provision across a range of ages, locations and target audiences to inspire and engage young people and young adults aged 16-24-years old. The role as part of the **team** will contribute to the wider programme planning and preparation, monitoring and evaluation with **honesty and integrity** and **inspiring** communication and impact.

A key strategic objective is our commitment to the future, and as a Foundation we are committed to safeguarding, welfare, and inclusion. Promoting safeguarding and welfare of participants and employees is everyone's responsibility and employees and volunteers are expected to share this commitment. Alongside the Club, we are committed to an equality, diversity, and inclusion (EDI) as highlighted by our RiversideBySide initiative. The Foundation is a place where inclusion is a core value and where everyone can be themselves in an environment where they feel safe and included, including being a Disability Confident Leader. We are working to diversify our workforce, particularly by gender and ethnicity.

The role

- Plan, prepare and deliver NCS Community, USW Foundation Degree and Bright Lights activities to meet Funders needs for improving education and employability attainment, including
 - Physical activity group sessions
 - Pre-employability, employability and personal, social, health and economic (PSHE) group work
 - One-to-one bespoke mentoring related to individual's curriculum requirements
 - and other occasional education and employability offers.
- Working with line managers and Data and Impact Coordinator, undertake programme monitoring and evaluation including collecting registers and outcome measurements, data upload and contributing to reports with reflections and case studies.
- Working with line managers and Communications Team to communicate the impact of the programmes, sharing good news stories, events and case studies.
- Deliver on Team programmes as well as supporting wider Foundation programmes, within other strategic themes such as Health and Wellbeing, Social Inclusion and Fundraising Events.
- Support the FE and Employability Officer and FE and Employability Coordinator to maintain and develop relationships with Funding Partners.
- Promote the vision, mission and core values of the Foundation.

- Demonstrate a strong commitment to inclusive practices, adapting resources and delivery to ensure equal opportunities for all.
- Working with line managers and Designated Safeguarding Officer to understand and support the complex safeguarding and risk requirements of delivery.
- Working with line managers and Health and Safety Officer to understand and support the health and safety needs and risk assessments of delivery.
- Be committed to applying and promoting data protection across the charity.
- Work with other programmes and teams to contribute to a coordinated approach including learning and development, quality assurance, events and participant pathways.

Person Requirements

Essential

- Level 1 sports coaching qualification from a recognised NGB or equivalent experience
- Sports or Education Degree or equivalent experience
- Experience of working with children and young people
- Experience in delivering mentoring and educational workshops
- Experience in delivering a range of activities related to sport, education and/or wellbeing
- Experience in collecting data, excellent verbal skills and an ability to adapt delivery to meet individual needs
- An understanding and passion for improving the ability and opportunity of people from high-need areas and/or under-represented groups.
- A knowledge and understanding of safeguarding including principles, procedures and thresholds. A satisfactory enhanced DBS check will need to be completed
- A flexible approach to working hours to include evening and weekend work
- An ability to work independently being a self-starter and proactive, working and thinking creatively and taking initiative towards inspirational, motivating delivery
- A willingness to work as part of a Team and contribute to both the Theme delivery and wider Foundation operations
- Commitment to working evenings and weekends for the programme delivery and match days on occasion, with willingness to travel within the Tees Valley
- A valid driving licence, with access to own transport including business insurance and be eligible to work in the UK

Desirable

- Level 3 Teaching Assistant or equivalent
- Level 1 youth work qualification or equivalent experience
- Level 2 sports coaching qualification from a recognised NGB or equivalent experience
- Knowledge and experience of working with participants with a disability
- Emergency First Aid Certificate or willing to work towards

- Mental Health First Aid Certificate or willing to work towards

Middlesbrough FC Foundation is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. The Foundation is also committed to the safeguarding of vulnerable groups.

Please submit your CV to recruitment@mfcfoundation.co.uk by **5pm Tuesday 16 July 2024**

You will be notified if you are successful for the next stage by **Thursday 18 July 2024**, where you will be asked to attend the Recruitment Day taking place **Monday 22 July 2024** at the Herlingshaw Centre, Normanby Road, TS6 9AE

If you want to learn more, please contact the Foundation on 01642 757654 or recruitment@mfcfoundation.co.uk