



# WELLBEING HUB CASE WORKER CANDIDATE PACK

**1stCentral.**  
PRINCIPLE PARTNER



OFFICIAL CHARITY OF  
SALFORD CITY FC

# WELCOME TO FOUNDATION 92

Thank you for your interest in becoming the Community Engagement Coordinator at Foundation 92. It's an incredibly exciting time to join the Charity as we continue our journey to make a positive difference to the lives of people in Salford and Greater Manchester.

Using the universal hook of Football, Foundation 92 works to proactively engage with a wide and diverse cohort of residents across the city of Salford and the Greater Manchester communities, who otherwise may face significant disadvantage, disengagement and isolation, through no fault of their own.

## About the Role

Due to Foundation 92s increased delivery and engagement plans, an exciting opportunity has arisen for a motivated and commitment Wellbeing Hub Case Worker to join Foundation 92s ever-expanding Wellbeing Hub Stockport Team.

We look forward to receiving your application.



# ABOUT FOUNDATION 92

Foundation 92 is a Charity founded by the Class of '92 in 2018 to give back to communities and causes close to their heart, using the power of football. Sport has long been recognised as a significant tool to have a positive impact on the lives of people and communities.

The Class of '92 co-own Salford City Football Club, which itself has undergone a significant period of change in recent years. Foundation 92 is the chosen Charity of Salford City Football Club.

The Club has a growing fan base and heightened profile, supported by local people as well as those from further afield. Some people from the local community face significant challenges on a daily basis and the Class of '92 wanted to help and support people to overcome some of those challenges, starting in Salford and then Greater Manchester.

Foundation 92 has identified a number of priority areas, based on its Founders' passion, together with evidence of need and consultation in the community.

These are; mental and physical wellbeing, engaging people with a disability, supporting people who are homeless, and engaging young people who are at risk or, or have committed offences.

## OUR SERVICES



EDUCATION &  
EMPLOYABILITY



HEALTH &  
WELLBEING



PARTICIPATION & COMMUNITY  
ENGAGEMENT

## OUR MISSION

*Using the power of sport and education to bring communities together.*

*Providing opportunities, inspiring one another and helping Salford and Greater Manchester to thrive.*



# THE ROLE



<b>Job Title:</b>	Wellbeing Hub Case Worker
<b>Reporting to:</b>	Wellbeing Hub Manager
<b>Number of roles available:</b>	1
<b>Key Relationships:</b>	All Foundation 92 Staff.
<b>Hours of work:</b>	40 Hours per week.
<b>Location:</b>	Stockport.
<b>Salary:</b>	£24,000.00 per annum, plus expenses.
<b>Contract:</b>	Full Time.

# JOB DESCRIPTION

**Working through Greater Manchester, Foundation 92 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: Youth Sessions, Sectors, Travel Networks, Interchanges and Community Settings.**

Due to Foundation 92s increased delivery and engagement plans, an exciting opportunity has arisen for a motivated and commitment Wellbeing Hub Case Worker to join Foundation 92s ever-expanding Wellbeing Hub Stockport Team.

All postholders will be required to complete an Enhanced DBS clearance prior to the commencement of employment. The postholder must possess a full, clean, UK Driving License.

Foundation 92 is seeking to recruit a case worker to work in our Men's Wellbeing Hub. This new service will offer holistic advice, signposting and support to vulnerable adult males in Stockport with a wide range of needs, utilising an asset-based approach to support and encourage ex-offenders to rebuild their lives, increase their independence and resilience and improve their overall wellbeing.

The service will also focus on increasing social capital and building community capacity and informal support mechanisms, thereby meeting a key aim of preventing re-offending and reducing/delaying the need to access formal and statutory services.

Support delivered will be tailored to reflect the complexity of each individual person and will include:

- Emotional regulation and decision making
- Behaviour Change
- Employability and training
- Health and Wellbeing
- Benefits, finance, debt, and housing advice
- Family support and mediation
- Keeping fit and physically active

Wellbeing Hub support for people on probation is a combination of one-to-one and small group session activities delivered face to face in our Stockport office.

# ROLE RESPONSIBILITIES

- Managing an assigned caseload of ex-offenders, completing an initial assessment of needs to deliver suitable support, advice and signposting
- Providing person-centered well-being support and coaching which encourages independence.
- Empowering people to be informed and make decisions about the future that they want for themselves
- Working within professional boundaries, and in line with risk and safeguarding processes.
- Developing tailored action plans to help people on probation to meet their goals and celebrate progress
- Advocating for clients with other services and statutory partners
- Co-ordinating multi-agency approaches to get the best outcomes for clients
- Working collaboratively within the Wellbeing Team to support the programme of scheduled group well-being activities
- Maintaining engagement with people to ensure they have a positive journey while involved with the Hub.
- Developing and maintaining strong working relationships with Probation and other stakeholders
- Promoting and coordinating our wellbeing offer positively with Probation and other external partners
- Maintaining accurate records of activity and outcomes to meet reporting requirements
- Ensuring that the project is delivered efficiently and that objectives are met
- Gathering case studies and logging any learning that emerges
- Contributing to Foundation 92 team meetings and day to day running of in-house Hub activities



# ABOUT YOU

## The post holders will have:

- Self-motivated and ability to work on your own.
- Excellent interpersonal skills
- Excellent communication skills
- Excellent eye for detail
- Experience in successfully managing stakeholder relationships.
- The ability to meet and work towards targets set both internally by Foundation 92 and external partners.
- The ability to work under pressure and to tight deadlines.
- Ability to work independently and as part of a team.

## This person will be;

- self-motivated
- hard working
- enthusiastic
- a team player

## The post holder will be expected to:

- act with honesty and integrity at all times
- demonstrate high standards of personal conduct
- value and respect colleagues and other members of staff
- work with others to develop and improve our services
- take personal responsibility for their words and actions and the quality of service they deliver.





# PERSON SPECIFICATION

## Person specification:

### Knowledge

- Knowledge of barriers and challenges faced by vulnerable adults to improve their health and wellbeing and achieve their personal goals
- Understanding of risk and safeguarding processes
- Understanding of, or a strong interest in the criminal justice system and the role of Probation

### Experience

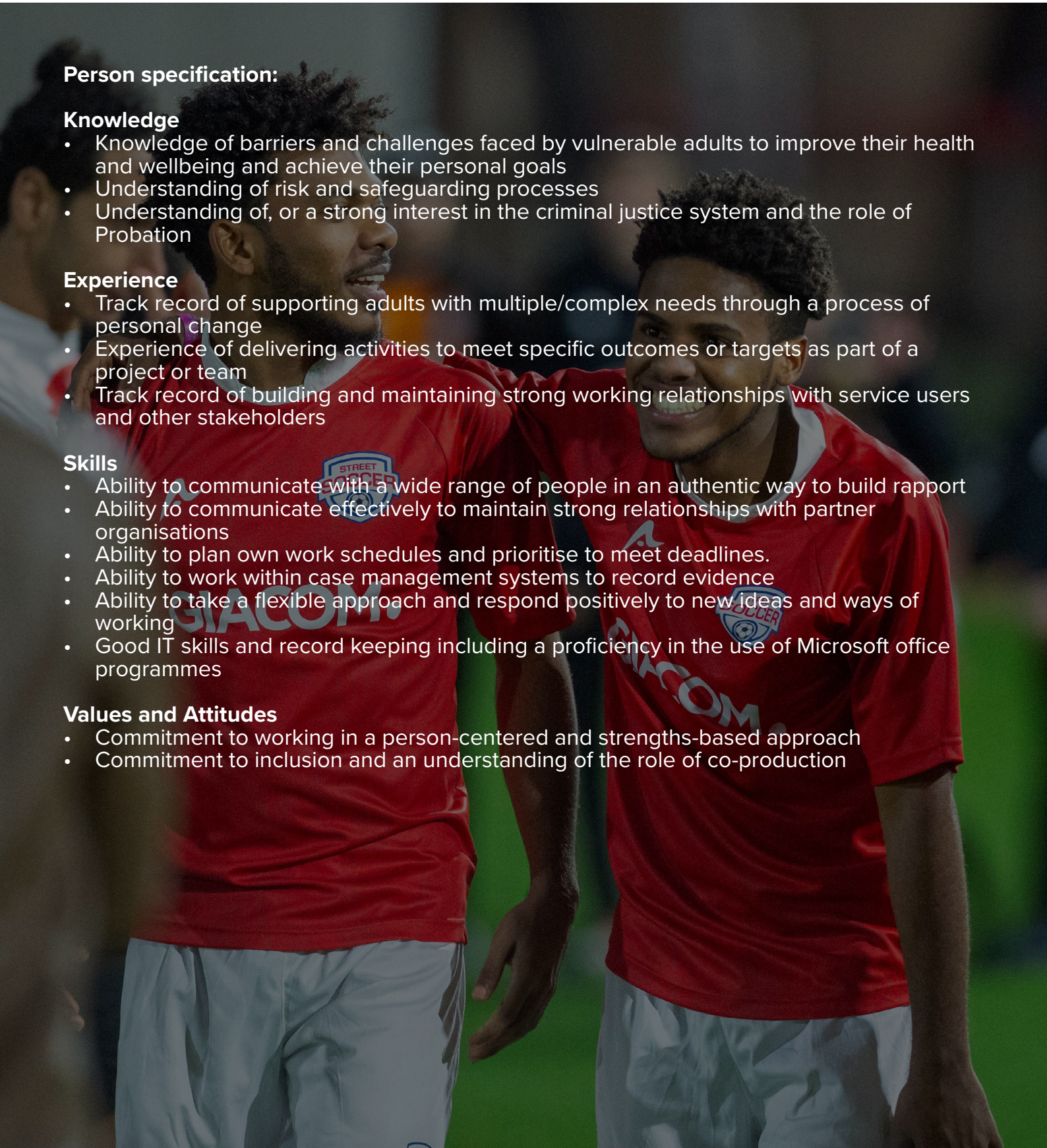
- Track record of supporting adults with multiple/complex needs through a process of personal change
- Experience of delivering activities to meet specific outcomes or targets as part of a project or team
- Track record of building and maintaining strong working relationships with service users and other stakeholders

### Skills

- Ability to communicate with a wide range of people in an authentic way to build rapport
- Ability to communicate effectively to maintain strong relationships with partner organisations
- Ability to plan own work schedules and prioritise to meet deadlines.
- Ability to work within case management systems to record evidence
- Ability to take a flexible approach and respond positively to new ideas and ways of working
- Good IT skills and record keeping including a proficiency in the use of Microsoft office programmes

### Values and Attitudes

- Commitment to working in a person-centered and strengths-based approach
- Commitment to inclusion and an understanding of the role of co-production





# HOW TO APPLY

In order to apply, you should submit an application form to the HR Manager at Foundation 92; Luke Cochrane at: [Luke.Cochrane@Foundation92.co.uk](mailto:Luke.Cochrane@Foundation92.co.uk)

All applicants will be informed whether they have been invited to interview or, unfortunately, are unsuccessful on this occasion.

Please note that applications submitted with only a CV will not be considered.

Ensure you include “Wellbeing Case Worker” in the subject line of your email.

For further information about the role, please contact:

**Luke Cochrane, HR Manager at Foundation 92**

[Luke.Cochrane@Foundation92.co.uk](mailto:Luke.Cochrane@Foundation92.co.uk)

[APPLICATION FORM](#)

# TERMS & CONDITIONS

## Confidentiality

Any information relating to people contacted by the Charity acquired in the course of duty must be treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of staff. Any information relating to staff acquired in the course of duty must be treated in the strictest confidence and must be discussed only with senior staff members.

## Disclosure

Because of the nature of the work for which you are applying, this post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Applicants are not entitled, therefore, to withhold.

information about convictions which for other purposes are 'spent' under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Charity. Any information given will be completely confidential. Salford City Football Club is registered with the Disclosure and Barring Service for the purposes of obtaining Disclosures and is committed to the Disclosure Code of Practice.

The Club will work with the Foundation to support this process until such time that it is registered. The Charity has a Policy on the recruitment of ex-offenders and on the secure storage of Disclosures in line with the requirements of the Code of Practice (all available on request). Further information can be obtained from: <http://www.disclosure.gov.uk/>

If you are successful in your application, you will be required to obtain a Disclosure at the level decided upon by the Board of the Foundation.

Safeguarding is everyone's responsibility. Employees must always have regards for the need of safeguard and promote the welfare of children and vulnerable adults in line with legislation. Employees must follow safeguarding policies and procedures and reporting mechanisms to raise safeguarding concerns and keep up to date with safeguarding training as required.





**F92**

Registered  
Charity Number:  
**1180246**

Visit us online:  
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