



COMMUNITY PROGRAMMES MANAGER CANDIDATE PACK

1stCentral.
PRINCIPLE PARTNER



OFFICIAL CHARITY OF
SALFORD CITY FC

WELCOME TO FOUNDATION 92

Thank you for your interest in the Community Programmes Manager vacancy with 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 broad 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

Foundation 92 is seeking to appoint a dedicated, enthusiastic, and professional individual to the exciting role of Community Programmes Manager.

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



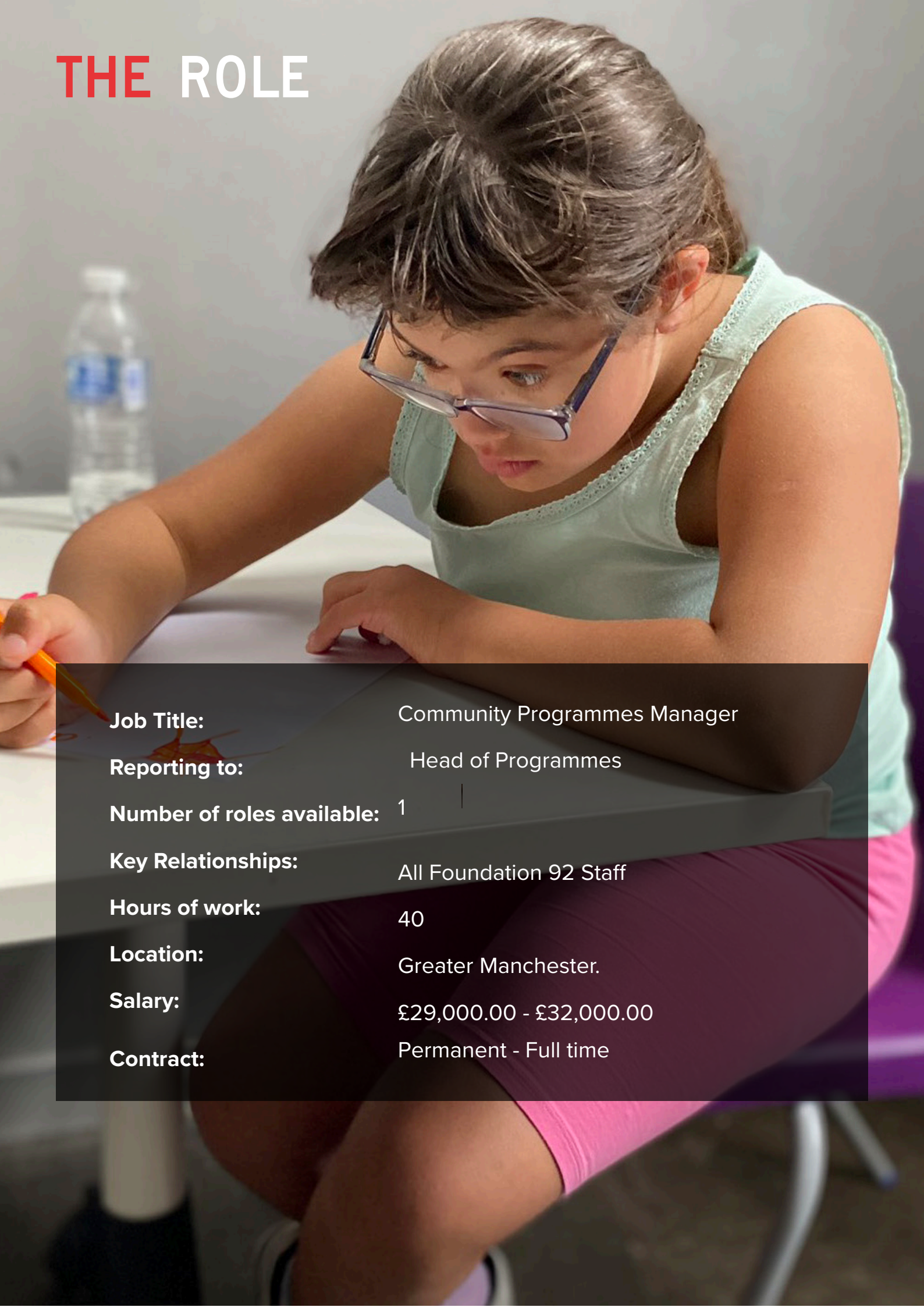
PARTICIPATION & COMMUNITY
ENGAGEMENT

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



Job Title:	Community Programmes Manager
Reporting to:	Head of Programmes
Number of roles available:	1
Key Relationships:	All Foundation 92 Staff
Hours of work:	40
Location:	Greater Manchester.
Salary:	£29,000.00 - £32,000.00
Contract:	Permanent - Full time

JOB DESCRIPTION

An exciting opportunity has arisen to join Foundation 92 as a Foundation 92 Community Programmes Manager.

Working across Greater Manchester and Salford, Foundation 92 is dedicated to offering impactful, sustainable, and engaging youth provision in various settings, including primary and secondary schools, local public spaces, leisure centres, and alternative provision facilities.

Given the recent growth within Foundation 92, the Foundation is looking to appoint a dedicated, committed Community Programmes Manager.

The post holder will have an integral role in the ongoing design, development and implementation of high quality, enriching and inclusive community based sports and targeted engagement programmes, which include Foundation 92s outreach programmes and Premier League Kicks.

The post holder will require previous experience in the delivery, development and management of community youth and adult sport programmes. The ideal candidate will have a passion for youth engagement, a strong background in programme management and a commitment to community development.

This post is for a minimum of 40 hours per week, with some weekend and evening work required. Given the recent growth within Foundation 92, the Foundation is looking to appoint a dedicated, committed Community Programmes Manager.

KEY RESPONSIBILITIES

This role offers flexibility and the opportunity to inspire and empower young people.

- Design, implement and oversee youth programmes tailored to the needs of young people, ensuring alignment to Foundation 92s mission and values.
- Design, implement and oversee community based programmes and initiatives tailored to meet local needs, ensuring alignment to Foundation 92s mission and values.
- Develop and manage initiatives such as Foundation 92s outreach programme. Ensure programmes are inclusive, accessible and promote positive physical and mental well-being.
- Recruit, train, and manage a team of full-time, part-time and sessional staff members.
- Foster a positive and collaborative team environment, promoting professional development and continuous improvement.
- Build and maintain relationships with community groups, local authorities, and other stakeholders to enhance programme reach and impact.
- Collaborate with partners to identify opportunities for programme expansion and improvement.
- Develop and implement evaluation frameworks to assess programme effectiveness and impact.
- Identify funding opportunities and assist in the preparation of grant applications and funding proposals.
- Ensure data is captured and uploaded efficiently onto CRM systems used by Foundation 92.
- Ensure all programmes are safe to operate.

ABOUT YOU

The post holders will have:

- Excellent interpersonal skills
- Excellent communication skills
- Excellent eye for detail
- The ability to work towards and achieve targets set both internally by Foundation 92 and external partners.
- Excellent IT skills.
- 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

Qualifications and Experience:

Essential:

- In-date Emergency First Aid and Safeguarding Certificates (E)
- In-date accepted Full Enhanced DBS check (E)
- Hold a driving license & have own transport or be willing to use public transport to travel across the working area (E)

Desirable:

- Hold a minimum Level 2 Coaching Qualification (D)

Experience:

- Experience of working with children and young people in community-based settings such as schools or charities (E)
- Experience of successfully managing various programmes and relationships with stakeholders (E)
- Experience of planning and delivering a variety of courses, workshops and events for children and young people (E)
- Experience of working as part of a team with other staff and/or coaches (E)
- Strong organisational and communication skills (E)
- Outgoing and approachable personality (E)
- IT Literate (E) Understanding of Foundation 92's wider delivery programmes (D)
- Experience of working with children and young people in community-based settings such as schools or charities (E)

HOW TO APPLY

In order to apply, you should submit the following to the Head of Programmes; Jess Peers at: Jess.Peers@Foundation92.co.uk

- A one page statement
- A current CV
- Two references to support your application

All applicants will be notified whether they are invited to interview or unfortunately unsuccessful on this occasion.

Please put 'Community Programmes Manager' in the subject line of your email.

Should you wish to have an informal conversation about the role, please contact:

Luke Cochrane, HR Manager at Foundation 92
Recruitment@Foundation92.co.uk

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 to 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

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www.Foundation92.co.uk

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