

# The Huddersfield Town Foundation – Premier League Kicks Manager



The Club's Official Charity

**£22,500 - £28,500 per annum depending on skills and experience**

**37.5 hours+ per week**

**Fixed term for two years in the first instance**

In this role you will manage, coordinate, and deliver on our flagship youth engagement project, Premier League Kicks. The programme uses the power of football and sport to help and inspire young people aged 8-18 to achieve their potential, improve their wellbeing, and develop a range of life skills. This is a role in which you can truly make a difference to young people's lives and support them to pursue positive pathways for their future.

The Premier League Kicks Manager will be integral to the successful delivery and growth of the Kicks programme across Kirklees, leading a dedicated team of delivery staff, and engaging with young people in sports sessions, educational workshops, and other programmes in the local community.

Candidates must have previous experience of supporting young people's development along with project management skills and the ability to work with a range of external agencies and partners. You must be confident in delivering educational workshops to young people and be able to establish rapport to ensure they get maximum benefits from the programme.

Applicants must hold a FA Level 2 sports qualification, alongside a valid First Aid certificate and training in safeguarding. A higher-level qualification at degree level in a relevant discipline is desirable. Candidates must have well-developed interpersonal skills, excellent organisational skills to ensure projects remain on track, and have the ability to motivate and inspire others.

We receive a high volume of applications for our vacancies and as such we encourage you to ensure that your application details how you feel you match our requirements. The volume of applications received prevents us from being able to provide feedback at short-listing stage. Please ensure that your application is:

- Fully completed.
- Tailored for the requirements of the role – Section 6 of the application form should reflect how you meet the 'essential' and 'desirable' criteria for the position as detailed on the person specification (please follow the instructions on the application form).
- Accurate in terms of content and presentation.
- Submitted by the specified deadline.

Please also highlight any factors that you would like us to consider, for example, if you have a disability or health condition that may require us to make reasonable adjustments in accordance with the Equality Act 2010.

## **Safeguarding**

The Huddersfield Town Foundation is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



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As this role is likely to involve the supervision of and work with children and young people or vulnerable adults, the successful candidate will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance to work in football.

Applicants must disclose all previous convictions including spent convictions in accordance with the associated legislation. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provide that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

## Equality & Inclusion

Huddersfield Town AFC and the Huddersfield Town Foundation are committed to promoting a diverse and inclusive community – a place where everyone can be themselves and in which everyone feels valued and included and supported to achieve their full potential. We offer a range of family-friendly and inclusive employment arrangements, and we have a zero-tolerance approach to any form of discrimination.

We are committed to the redress of any inequalities by taking positive action where appropriate.

We are a Disability Confident Leader and welcome applications from disabled candidates. We are also seeking to diversify our workforce, particularly by gender and ethnicity.

Further information about the Company, and what it is like to work with us can be accessed from the Careers section of our website:

<https://www.htafc.com/club/careers/>

For an informal discussion about this position, please contact Joe Scargill, Senior Youth Engagement Manager [Joe.Scargill@htafcfoundation.com](mailto:Joe.Scargill@htafcfoundation.com)

To apply, please download an application form from our website. Please note that we do not accept CVs.

Completed applications must be submitted by email to [recruitment@htafcfoundation.com](mailto:recruitment@htafcfoundation.com) by **9:00am on Wednesday 27<sup>th</sup> September 2023**.

Short-listed candidates will be invited to attend a selection event, which is likely to take place in the week commencing 9<sup>th</sup> October 2023.

