

Organisation: Huddersfield Town Foundation

Position: Steps to Success Mentor

Remuneration: £21,000 - £25,000

Location: Leeds Road Sports Complex, Leeds Road, Huddersfield, HD2 1YY

Type of Contract: Fixed Term – 2 years, extension subject to funding

Closing Date: Sunday 29 July 2018, 17:00

Interview Dates: Thursday 9 and Friday 10 August 2018

The Town Foundation is the charitable arm of Huddersfield Town Football Club. As the Foundation continues to develop, we seek to appoint a full time Steps to Success Mentor.

This new role will see the Steps to Success mentor work closely with local secondary schools to develop and implement the Steps to Success programme, which will include:

- Planning and delivering high quality interventions which include but are not limited to behaviour; attendance; literacy; numeracy; PSHE; and employability
- Planning and delivery of collapsed curriculum days around building aspirations and realising potential
- Mentoring students identified as disengaged in their learning or at risk of not achieving their potential
- Delivery of the Premier League Enterprise Challenge
- Delivery of the Skills Academy reading intervention.
- Creation of new resources to engage pupils in their learning
- Planning and delivery of engaging and inspiring assemblies
- Developing relationships with high schools across Kirklees
- Monitoring and evaluating impact of delivery

The Steps to Success mentor will report directly to the Head of Education but will be required to work closely with the inclusion department.

The role is offered initially on a two year fixed-term contract, with any extensions being subject to funding.

How to apply:

Please forward a CV and supporting statement detailing how you meet the person specification to recruitment@htaafcfoundation.com or post it to: Huddersfield Town Foundation, Leeds Road Playing Fields/Leeds Rd, Huddersfield HD2 1YY.

F.A.O. Katie Suttron, Head of Education, Huddersfield Town Foundation.

Please note that the job will be subject to satisfactory references and enhanced DBS procedures.

JOB DESCRIPTION

Job title	Steps to Success Mentor	Organisation	Huddersfield Town Foundation Education
Reporting line	Head of Education	No of direct reports	N/A
Contract Type	Two year fixed-term contract subject to funding	Remuneration	£21,000 – £25,000
Closing date	Sunday 29 July 2018, 17:00		
Interview dates	9 and 10 August 2018	How to apply	<p>Please send your most recent CV along with a supporting statement detailing how you meet the person specification to recruitment@htafcfoundation.com or post it to: Huddersfield Town Foundation, Leeds Road Playing Fields/Leeds Rd, Huddersfield HD2 1YY</p> <p>Due to the high number of expected applicants if we haven't contacted you by 8 August 2018, please accept that your application has been unsuccessful.</p>
Purpose of role	<p>To provide opportunities for learning and life skills that help disengaged young people aspire to achieve their potential, regardless of background or ability.</p> <p>To signpost individuals to Foundation community projects including participation and voluntary opportunities.</p> <p>To build positive relationships with secondary schools across Kirklees.</p> <p>To monitor and evaluate the impact of Steps to Success.</p>		
Key relationships	<p><i>Internal</i></p> <p>Including but not limited to: Head of Foundation; Head of Education; Head of Inclusion; Kicks Coordinator; Women and Girls Coordinator; Disability Officer; and Disability Coordinator.</p> <p><i>External</i></p> <p>Including but not limited to: Head teachers; teachers; pupils; community hubs; youth work organisations; careers agencies; colleges; universities and the local authority.</p>		
Key Tasks	Delivery:		

	<ul style="list-style-type: none"> - Planning and delivering high quality interventions, which include but are not limited to: behaviour; attendance; literacy; numeracy; PSHE; youth voice; and employability. - Planning and delivery of collapsed curriculum days around building aspirations and realising potential. - Mentoring students identified as disengaged in their learning or at risk of not achieving their potential. - Delivery of the Premier League Enterprise Challenge. - Delivery of the Skills Academy reading intervention. - Creation of new resources to engage pupils in their learning. - Planning and delivery of engaging and inspiring assemblies. - Organisation of extra-curricular activities and signpost to opportunities in community time such as PL Kicks, PL Girls Football and youth voice sessions. - Developing relationships with high schools across Kirklees. - Monitoring and evaluating impact of delivery. - Plan and deliver a twinning or community cohesion project between the schools to work together on youth led social action projects. <p>Programme Management:</p> <ul style="list-style-type: none"> - To ensure the monitoring and evaluations of the project is on track and up to date. - To work closely with school staff to identify and support the pupils that are most in need of this intervention. - To develop case studies that demonstrate the impact of the project. - To develop resources to support the delivery of the project. <p>Communications and Marketing:</p> <ul style="list-style-type: none"> - To communicate effectively the cross-Foundation projects to schools and other partners. - To share the success stories of the project to potential new steps to success schools. <p>Working in Partnership:</p> <ul style="list-style-type: none"> - To work in partnership with schools, teachers, parents, children and young people and maintain positive relationships with them. - To work closely with the schools to ensure all KPIs are agreed for individual schools and that these are achieved. <p>Additional:</p> <ul style="list-style-type: none"> - To perform other duties as reasonably assigned or under the authority of the management team. - To have a good knowledge of Safeguarding. - To have a flexible approach to working non-sociable hours when required.
<p>Person Specification Essential Skills</p>	<ul style="list-style-type: none"> - Have previous experience of working in a secondary school or in youth settings. - Have previous experience of planning and delivering interventions in a range of areas, such as behaviour, attendance or education. - Excellent verbal and written communication skills. - Excellent organisation skills. - Ability to plan and implement interventions, assemblies, PSHE lessons and sports activities. - Ability to effectively communicate with partners and people from all backgrounds.

	<ul style="list-style-type: none"> - Focused on achievement, targets, and continuous improvement of programme delivery. - Competent IT skills and use of Microsoft packages. - Ability to work independently. <p>Qualifications:</p> <ul style="list-style-type: none"> - Safeguarding qualification. - First Aid qualification. - Full driving license and the use of a vehicle and / or ability to travel throughout Kirklees. <p>Knowledge:</p> <ul style="list-style-type: none"> - Knowledge of Huddersfield Town Foundation. - Knowledge of Safeguarding and Equality. - Knowledge of differentiation and ability to adapt learning to engage all participants. <p>Experience:</p> <ul style="list-style-type: none"> - Delivering interventions to young people. - Monitoring and evaluation of programmes / projects. - Achieving set targets and outputs. <p>Additional:</p> <ul style="list-style-type: none"> - Will be required to demonstrate positive attitudes and values towards others and work in a non-discriminatory way. - Will be required to undertake an Enhanced DBS check and keep this on the DBS Update Service. - Will be expected to develop this project to suit the needs of each individual school (maximum of four schools).
Desirable Skills	<ul style="list-style-type: none"> - Degree or equivalent in youth work or sports development. - Experience of working in the charitable sector. - Previous experience working at a Football Club Trust / Foundation. - Previous experience delivering interventions, mentoring or youth work. - Qualified Teacher Status - Multiple coaching awards in a variety of sports / activities. - Previous experience of working in secondary schools. - Knowledge of: Premier League Kicks; Premier League Girls Football; Premier League Enterprise and Premier League / BT Disability programmes.
	<p>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. If this role involves the supervision of and work with children and young people or vulnerable adults, you will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance for work in football by the FA. As such, this post is exempt for the rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions.</p> <p>Huddersfield Town is a diverse club that respects all characteristics under the equality act 2010, and any personal circumstance therefore we welcome all applications. We want everyone to feel valued and included within the club to achieve their full potential. Huddersfield Town has a zero-tolerance approach to any form of discrimination and</p>



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	commits itself to the redress of any inequalities by taking positive action where appropriate.
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