



CAMBRIDGE UNITED COMMUNITY TRUST

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Job Title: Youth Development Officer (PL Kicks)

Location: Abbey Stadium, Newmarket Road, Cambridge, CB5 8LN

Salary: £20,000-£22,000 pro rata

Type of contract: Permanent, Part-time 33 hours/week (with potential to increase hours)

Closing date: Friday 14th May

Interview date: Two-part interview process – both 17th – 21st May.

- 1) 30-minute interview.
- 2) Attend a PL Kicks session any evening 17th-21st May.

Start date: As soon as possible following appointment

How to apply: Please send a CV and covering letter (of no more than two pages) to communitytrust@cambridge-united.co.uk with a subject title of 'Youth Development Officer Application.'

Summary

Youth Development Officer (PL Kicks) will be responsible for assisting with the management, coordination and delivery of the Trust's social inclusion programmes primarily in Cambridge, but also across Cambridgeshire when necessary. The Youth Development Officer will work closely with the Communities Manager, as well as a range of funding and operational partners to further develop our PL Kicks offer, to monitor and evaluate the impact and outcomes achieved.

Premier League Kicks is a programme which uses the power of football and sport to inspire young people in some of the most high-need areas in the UK. Our focuses within Cambridge are Trumpington Meadows, Abbey Ward & North Cambridge.

The role involves delivering the vast majority of our managing sessional staff and volunteers to ensure that the services offered are of the highest quality and provide opportunities which inspire, engage, motivate and empower young people to realise their potential.

The Youth Development Officer (PL Kicks) will perform all duties as outlined in their job specification outlined below.

Role Accountabilities, Responsibilities & Key Duties

- Management of the Premier League Kicks programme
- Delivery of the majority of the sessions
- Uploading data to the Premier League Data Management Systems
- Going into schools to advertise and communicate the programme's offer
- Communicate the good news stories from the programme
- Management of sessional staff and volunteers to ensure that the services offered are of the highest quality



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- Work with our partners to develop workshops to encourage positive behaviour (on things such as Mental Health, Positive Masculinity, Knife Crime etc.)
- Create social action/coaching qualifications/pathways into employment that young people from the programme would undertake
- Represent Cambridge United Community Trust at Premier League events and conferences and with other stakeholders such as the council and the Police
- Manage Cambridge United's Community Trust Holiday Lunch Programme keeping young people in Cambridge active in the holidays
- Support Cambridge United Community Trust's mental health work with young people where required

Person specification:

Essential	Desirable
A track record of working with young people.	In date Safeguarding Children & First Aid certificates (can be achieved upon appointment)
The ability to be able to enthuse and motivate participants.	
A passion for utilising sport to inspire young people.	Experience of managing or supervising staff/volunteers
Working knowledge of Microsoft Office (Word, Excel, PowerPoint) as well as data management systems to monitor, evaluate and report to funders.	Experience in working, developing, and managing relevant partnerships in the social inclusion / youth work sector, across a range of key stakeholders.
A full driving licence and access to a vehicle for business use	FA Coaching Level One or Two
A flexible approach to work and be able to work unsociable hours (including evenings)	
Good communication and inter-personal skills – both verbal and written	

Please note:

The person appointed to this role will have contact with children and vulnerable adults, many of whom are under eleven years of age, and a number of who may have moderate learning difficulties and/or disabilities. Therefore, the post holder will require an enhance Disclosure Barring Service check.



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The role involves significant amounts of evening work and once appointed, we will work with the person appointed to create a 33-hour work structure.

Safeguarding Recruitment:

Cambridge United Community Trust and Cambridge United FC are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all staff to share this commitment. The successful applicant will be required to undertake appropriate safeguarding checks as well as providing proof of right to work in the UK.

Equality and Diversity:

As we are diverse organisation that respects differences in: race, disability, gender, gender identity, sexual orientation, faith, background or personal circumstance, we welcome all applications. We want everyone to feel valued and included in the football community and to achieve their full potential. CUCT is opposed to any form of discrimination and commits itself to the redress of any inequality by taking positive action where appropriate.