

## Accrington Stanley Community Trust – Job Description

<b>Job Title</b>	Champions Programme Mentor
<b>Reports to</b>	Head of Community Engagement
<b>Location:</b>	Accrington
<b>Contract:</b>	Fixed Term Until 31 <sup>st</sup> March 2025
<b>Hours:</b>	37.5 Hours Per Week
<b>Remuneration:</b>	£23,945 per annum plus Performance Bonuses, Expenses & Pension
<b>Annual Leave:</b>	28 Days (including bank holidays) plus 1 additional day gifted over Christmas.
<b>Additional Benefits:</b>	On-site Free School Holiday Childcare Scheme (age 5-11). On site Free Gym Facility.
<b>Closing Date:</b>	5pm on 16 <sup>th</sup> August 2023

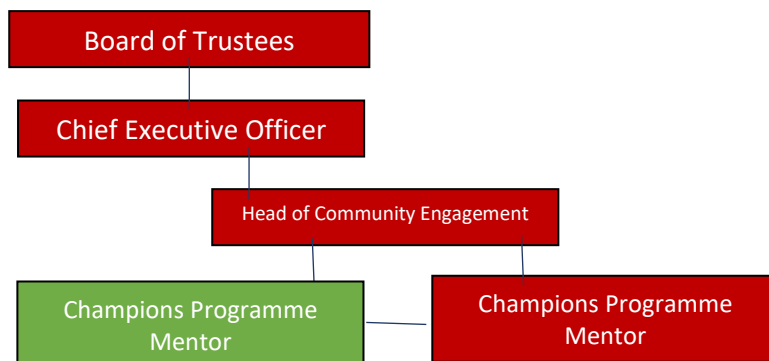
### The Purpose of the role:

The Champions Programme Mentor will be responsible for the delivery and coordination of the 'Champions' programme, which is an intervention programme to reduce re-offending. It is delivered alongside police custody officers and aims to divert young people aged 10 – 30 years away from crime.

Reporting directly to the Head of Community Engagement, the Champions Programme Mentor will be an important member of the delivery team and be responsible for devising, developing and delivering the project on behalf of the organisation.

This role will also include being involved in the recruitment of participants, full attendance at training days/residential and meetings set up by any partner organisations related to the new projects. There will also be an expectation to deliver on other community projects when required.

### The role fits in the organisation here:



### Key facts & figures of the role: Key accountabilities

This is not a comprehensive list of all the tasks which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken;

- Work with individuals and groups of young people aged 10-30 years old to reduce offending behaviour and risk to others
- Mentor the young people with signposting to other agencies and provide wrap around support where required
- Work alongside partners such as Lancashire Police and Lancashire Youth Offending Team on the Champions project to identify and work with young people involved in, or at significant risk of involvement in offending behaviour
- Plan and deliver a range of activities and workshops to engage people and support a positive change in behaviour
- Conduct 1:1 interventions and activities with people, identifying their needs and tailoring activity to support them whilst managing risk
- Share best practice with other Community Club Organisations and Lancashire Police to help shape the Champions Youth project
- Coordinate social action activities to people, ensuring participants are provided with an opportunity to support their community

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- Coordinate the monitoring and evaluation of the Champions project on a monthly basis and compile evidence on the progress of individuals in order to report back to key funders
- Be a flexible member of Accrington Stanley Community Trust team and when requested assist in the delivery of other projects and activities including evenings and weekends.
- Ensure all necessary participant details are recorded and used to inform risk management plans

### Key Relationships of the role:

Head of Community Engagement, Champions Programme  
Mentor

### What is needed to be successful in this role (Person Specification):

#### Core Competencies:

- Excellent communicator (written, verbal and listening)
- Effective time management/organisational skills
- Strong work ethic and reliability
- Ability to use own initiative
- Team player
- Strong influencing and mentorship skills
- Ability to build and maintain trusted and effective relationships
- Adaptability and flexibility with day-to-day tasks and workloads

#### Personal Qualities:

- Enthusiasm, energy and resilience
- Focused
- Personable
- Rational thinker
- Trustworthy
- Confident
- Competitive
- Desire to lead, inspire and motivate

#### Qualifications/ Experience:

##### Essential

- Full UK Driving License and Vehicle
- Experience of working with hard-to-reach people
- Experience of working alongside key agencies including youth offending teams, youth services and police
- Proven track record of effectively implementing new projects involving the community
- Ability to build relationships and work effectively with partners

##### Desirable

- Emergency First Aid
- Hold a safeguarding qualification or evidence of recent professional training
- Mental Health First Aid qualification
- Experience of using online monitoring and evaluation tools to manage projects/programmes.
- Experience of delivering lifestyle workshops
- Proven track record of working with people at risk of involvement in crime

#### Accrington Stanley Community Trust Vision:

*“Use the power of Accrington Stanley Football Club to improve the lives of the people of Hyndburn through participation in sport and exercise”.*

#### Mission:

Our mission is to support the local community regardless of age, gender, race, and religion or skill level and promote a healthier lifestyle through sport and education by encouraging individuals to take part in fun based activities, which develop confidence, co-operation and education.

#### Core Values:

- **Challenge** behavior and attitudes, promoting **Respect** and celebrating diversity
- **Inspire** to achieve and **Fulfil** potential
- **Develop** leaders, coaches and volunteers
- **Innovate** in delivery

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### **Purpose:**

#### **In placing Accrington Stanley Football club at the heart of the community we will:**

1. Increase participation in Sport & Exercise and develop talent pathways.
2. Promote wellbeing and healthy lifestyles within local communities.
3. Deliver an inclusive programme of activities that involves and engages hard to reach groups, improving community cohesion.
4. Develop and empower leaders, coaches and volunteers.
5. Engage and inspire young people, raising and celebrating educational achievement.
6. Govern the operations of ASCT efficiently and effectively.

### **Equality and Safeguarding:**

ASCT are a charity committed to equality and the recruitment process for the role being advertised will adhere to the latest equality legislation.

ASCT is also committed to safeguarding and promoting the welfare of children and young people and expects all staff and employees to share this commitment. This role involves work with children and young people and is subject to Enhanced Disclosure and Barring Service (DBS) checks. Clearance through DBS system is required. As such this post is exempt for the Rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions. Two references will also be required. Applicants will, in addition be expected to undertake training appropriate to the role.

**Manager Sign Off:**

**Date:**

**Employee Sign Off:**

**Date:**

You may be expected to conduct yourself in other ways and undertake different duties which are reasonable in the opinion of the Trust. Your job profile is not limited and may be reasonably modified as necessary to meet the needs of the organisation.