



Community and Education Trust

Organisation	Preston North End Community and Education Trust Preston North End Football Club
Position	Operation Divert – Custody Intervention Coach Job Reference: PNE1080
Salary	£22,361 - £25,566 depending on experience Plus expenses, pension, use of company pool car when required.
Location	Preston North End FC, Sir Tom Finney Way, Preston, PR1 6RU

Closing Date Thursday 2nd January 2020

Preston North Community and Education Trust (PNECET) at Preston North End FC is seeking to appoint a full time, enthusiastic, skilled and dedicated Custody Intervention Coach as part of the Lancashire Police new Operation Divert programme.

PNECET would like to recruit a bright and self-motivated person who is passionate about helping others to achieve their goals and aspirations. The successful candidate must be able to work independently but also as part of a team, acting with professionalism, integrity and empathy. The CIC will need to have a willingness to learn with a measured and consistent approach at all times.

PNECET is the community department of Preston North End Football Club. Its aim is to use the power of the badge and the football club to work in partnership with local communities, improving their lives and their environment. The Trust work in the community to deliver projects centred around;

- Sports participation
- Education
- Health and
- Social Inclusion

How to apply:

Please send your completed application form along with a letter of support. Please email to jobs@pne.com with subject title PNE1080 or post to:
F.A.O Tracy Atkinson, Preston North End FC, Deepdale, Preston, PR1 6RU.

Interview dates:

Interviews will take place on **Thursday 9th January 2020**

Custody Intervention Coach

Job Description \ Person Spec

PNECET

Preston North End FC

JOB DESCRIPTION		
1.	Job Title	Operation Divert - Custody Intervention Coach
	Salary	£22,361 - £25,566 depending on experience plus expenses, pension, use of company pool car when required
	Hours of Work	You will have a standard working week of a minimum of 37.5 hours. You may be required to work outside of normal office hours, at evenings and weekends.
	Location	Preston North End FC, Deepdale, Sir Tom Finney Way, Preston, PR1 6RU Preston Police Station, Lancaster Road, Preston, PR1 2SA
	Responsible To	Divert Manager and Inclusion Manager
	Responsible For	n/a
	Contractual Status	Full Time – Fixed Term 31 st March 2021
2.	Overall purpose of the Job	DIVERT is an intervention programme to reduce re-offending. It is delivered within police custody suites and aims to divert young adults aged 18 - 25 years away from crime. Working as part of the new Violence Reduction Unit (VRU) Specialist custody intervention coaches (CIC) from community clubs will engage young adults during their detention in police custody. The CIC leads a development plan to assist the client in fulfilling their own goals, relating to personal development, education, training and employment.
3.	Duties and Responsibilities	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; The CIC will be working on a daily basis engaging with detainees and various members of the police family. The CIC will remain totally independent from the police investigation whilst delivering this new and innovative intervention programme. It is the CIC's responsibility to successfully engage detainees in order to assess their motivation to make positive change and to start an intervention plan to prevent them from re-offending. This process will begin whilst the detainee is in police custody.

	<p>The CIC will have a thorough working knowledge of the community provision and opportunities delivered by their own community club organisation (CCO). Particular emphasis will be placed on training and employment opportunities delivered by their own CCO.</p> <p>Experience of working in the criminal justice system is desirable but not essential. The CIC will be provided with full training to equip the CIC with the necessary knowledge and skills to fulfil the role.</p> <p>In order to fulfil this role, the CIC will need to be an exceptional listener, who is capable of engaging and building a rapport with people. The CIC will often be seen as a friendly face and as the non-judgmental side of the criminal justice system. The CIC will be impartial and open minded in their decision-making processes.</p> <p>The police custody suite is a challenging environment, the CIC will need to be assertive and at times deal with confrontational situations. The role has an element of exposure to managed risk; Therefore the CIC will need to be risk aware and have the necessary skills to minimise risk.</p> <p>The CIC will need to exercise patience and resilience, many detainees are actually more danger to themselves than to others. The CIC can easily become a detainee’s voice of reasoning, as every situation in police custody will present a different challenge.</p> <p>The CIC will need to integrate quickly into the environment of the police custody suite working to a common goal with all members of the police family. It is essential the CIC remains totally independent in the role whilst respecting the different roles of other professionals involved in the police detention process.</p> <p>The CIC may consider working with drug intervention and mental health specialists to provide a ‘joined up’ working approach to the intervention plan.</p> <p>Possessing excellent interpersonal skills will be key to the CIC’s role. A clear communicator with the ability to connect with people from all backgrounds, walks of life and different cultures.</p>
<p>4. General</p>	<p>To at all times represent PNECET and Preston North End Football Club in a professional manner regarding to appearance, presentation, personal hygiene, attitude, conduct and professionalism.</p> <p>To be able to work flexible and unsociable hours where the role of the job requires.</p> <p>To work towards agreed Key Performance Indicators (KPIs).</p> <p>Comply with all company policies.</p> <p>Help staff to develop confidence and competence by modelling good practice and acting as a mentor.</p> <p>Work alongside other team members to support in other areas of the organisation as and when required to promote best practice.</p>

A commitment to equality and diversity in the workplace and a willingness to undertake all relevant equality and diversity training.

PERSON SPECIFICATION	DESCRIPTION
1. Qualifications	
Essential	<p>Mentoring, Youth Work or comparable qualification(s) at L3 or Above.</p> <p>In-date first aid certificate (or willingness to achieve);</p> <p>Full UK Driving Licence, car owner and willingness to use for work.</p>
Desirable	<p>Educated to a degree standard (or equivalent) in sports or community related subject.</p>
2. Experience	
Essential	<p>Proven ability to gather and interpret information.</p> <p>Experience of working with vulnerable young people within a youth work, education or custodial environment.</p> <p>An ability to motivate, inspire and mentor people towards achieving their goals,</p> <p>An ability to build relationships and work collaboratively with a range of partners.</p> <p>Experience of dealing with members of the public and working in partnership with other departments and agencies.</p>
Desirable	<p>Knowledge of the Criminal Justice System,</p> <p>Experience of mentoring individuals over long periods of time,</p> <p>Probation, Youth Offending Service or similar working background.</p> <p>Knowledge of Preston and its surrounding areas.</p> <p>Experience of health and safety and/or welfare and safeguarding policies and procedures.</p>
3. Skills and Abilities	
	<p>Knowledge and experience of safeguarding requirements when working with young people and vulnerable adults,</p> <p>Manages own time and relevant resources efficiently and effectively.</p> <p>Ensures time and resources are used in a way that best meets the client.</p> <p>Communicates effectively and inclusively with clients, senior managers and team members.</p>

	<p>Ensures clear two-way communication through listening and responding appropriately.</p> <p>Ensures a high-quality service, balancing the needs of clients Ability to monitor, evaluate and assess project performance,</p> <p>Ability to work independently and collaboratively as a member of a team,</p> <p>Excellent IT skills including intermediate abilities in all MS Office programmes,</p> <p>Time management skills to be able to plan and regulate workload including the ability to prioritise demands and thrive under pressure.</p>
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This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation. All employees may be required to undertake any other duties as may be reasonably required.

Safeguarding Statement

The EFL is committed to safeguarding the welfare of children and young people and expects all staff and volunteers to endorse this commitment.

As part of this post the successful candidate will undergo personal security background check which will be carried out by Lancashire Police in addition to the DBS check carried out by Preston North End Community & Education Trust.

General Information

The employee must at all times carry out their duties with due regard to the Preston North End Community and Education Trust policies and procedures.

The employee must ensure a positive commitment towards equality and diversity by treating others fairly and not committing any form of direct or indirect discrimination, victimisation or harassment of any description and to promote positive working relationships between all internal and external stakeholders.

You will be asked to provide details of referees for the previous five years working history.

Preston North End Community and Education Trust is an equal opportunities employer.