



places for people Community and Education Trust

Organisation	Preston North End Community and Education Trust Preston North End Football Club	
Position	Community Sports Coach (Inclusion)	Job Reference: PNE1024
Salary	£16,000-£17,000 + expenses, pension, company iPad; use of company pool car when required.	
Location	Preston North End FC, Sir Tom Finney Way, Preston, PR1 6RU	
Closing Date	Thursday 7 th September	

Preston North Community and Education Trust (PNECET) at Preston North End FC, in association with Places for People is seeking to appoint a full-time, enthusiastic, skilled and dedicated Community Sports Coach to deliver on our Premier League Kicks programme.

The kinds of tasks you will be responsible for will include:

- Planning and delivery of sessions during community times (unsociable hours) in regular areas throughout Preston;
- Working with young people to improve aspirations and wellbeing;
- Developing participants and encouraging future volunteers;
- Capturing and managing data for monitoring and impact purposes;

The community department is the part of the club that aims to connect with the community through various activities. We aim to build better lives, inspire, educate, improve health and be inclusive to all groups. As a registered charity, we aim to engage as many people as we can, taking the good image of Preston North End FC out into the community.

How to apply:

Please send your completed application form along with a letter of support by emailing jobs@pne.com with subject title PNE1024 or post to:
F.A.O Tracy Atkinson, Preston North End FC, Deepdale, Preston, PR1 6RU.

Interview dates:

Interviews will take place on Thursday 14th September

Please note that due to the nature of the work the department undertakes, the role will be subject to satisfactory references and enhanced DBS checks.



JOB DESCRIPTION		
1.	Job Title	Community Sports Coach (Inclusion)
	Salary	£16,000-£17,000 + expenses, pension, company iPad; use of company pool car when required
	Hours of Work	You will have a standard working week of a minimum of 37.5 hours. Hours of work will be variable but will include regular out of hours work. You will also be required to work on some home matchdays as part of your hours.
	Location	Preston North End FC, Deepdale, Sir Tom Finney Way, Preston, PR1 6RU
	Responsible To	Community Inclusion Manager
	Responsible For	n/a
	Contractual Status	This post is a full-time role but is subject to repeat external funding.
2.	Overall purpose of the Job	<p>To work with, inspire and improve the lives of participants through various sports and engagement activities, Primarily through football, but through other sport also.</p> <p>Develop ways to engage with young people for difficult and different backgrounds to inspire them.</p> <p>To develop and encourage participants to volunteer and evolve their career aspirations as well as developing the individual.</p> <p>To deliver our community inclusion programmes, including Premier League Female Football and Premier League Kicks.</p> <p>For both programmes, regular hours will be in the evenings and weekends, including Friday and Saturday evenings. TOIL will be accumulated and taken back during the week.</p> <p>Some of these sessions will be with hard to engage young people.</p> <p>As part of the role, you will also be required to deliver on our holiday provision and some girls' only sessions.</p>

3. Duties and Responsibilities	<p>The post holder will be responsible and accountable for:</p> <p>Delivering our programme in schools and community centres in Preston and surrounding areas;</p> <p>Building relationships with participants;</p> <p>Obtaining and inputting data into our monitoring database;</p> <p>Producing case studies for management;</p> <p>Delivering on school holiday provision during school holidays;</p> <p>Promoting the club brand as well as the positive image of the football club;</p> <p>Facilitating the appearance of first-team professional players in sessions;</p> <p>Managing all equipment needed for provision;</p> <p>Completing risk assessments and registers;</p> <p>Undertaking necessary CPD when required to ensure you are up to date with all requirements;</p>
4. General	<p>To at all times represent Preston North End Football Club and PNECET in a professional manner regarding to appearance, presentation, personal hygiene, attitude, conduct and professionalism.</p> <p>To be able to, with notice, work flexible hours where the role of the job requires including evenings, weekends and home matchdays.</p>

PERSON SPECIFICATION	DESCRIPTION
1. Qualifications	
Essential	<p>FA Level 2 football coach</p> <p>In-date child protection certificate (or willingness to update/achieve asap);</p> <p>In-date first aid certificate (or willingness to achieve);</p>
Desirable	<p>Educated to Degree level;</p> <p>Youth worker qualification;</p> <p>FA Youth modules;</p>

	<p>Other level 1 and 2 NGB qualifications;</p> <p>Full UK Driving Licence, car owner and willingness to use for work.</p>
2. Experience	
Essential	<p>Experience in coaching football within a community setting;</p> <p>Experience of coaching / working with hard to reach children/young adults;</p> <p>Ability to work as part of a team;</p> <p>Ability to work under pressure to tight deadlines;</p> <p>Self-motivation and the ability to work on own initiative;</p> <p>Excellent communication skills including written, telephone and interpersonal skills;</p> <p>Proven planning and excellent organisational skills;</p> <p>Attention to detail and taking pride in ensuring accurate records are kept;</p> <p>Confident, outgoing and friendly personality;</p> <p>Attitude to always strive to over-achieve and continuously develop the programme and organisation;</p> <p>Competent with the use of IT and IT based systems;</p>
Desirable	<p>Working within a professional football club environment;</p> <p>Experience of working as a youth worker or equivalent;</p> <p>Previous experience of working on Premier League funded programmes;</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>

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.

Due to the nature of the role, the successful candidate will be required to undergo a full enhanced DBS check.

Preston North End Community and Education Trust, c/o Preston North End FC is an equal opportunities employer.