



SPORTS COORDINATOR

Job Title: Sports Coordinator

Reporting to: Youth Work Manager

Location: Salford Youth Zone (Pendleton)

Salary: £26,278 - £28,423

Holidays: 33 days including bank holidays (pro-rata)

Hours: 40 hours per week (including evenings and weekends)

Key Relationships: Head of Youth Work & Partnerships, Salford Youth Zone staff, volunteers and stakeholders, and young people

EMPOWER YOUTH ZONES

Empower Youth Zones is the umbrella charity that currently oversees operations of the award-winning youth charity based in Manchester, HideOut Youth Zone, which opened in 2020.

HideOut Youth Zone has supported over 8,000 children and young people since it opened, offering a dynamic youth provision that is open 7 days a week (including school holidays).

HideOut's state-of-the-art building provides young people with somewhere safe to go, something positive to do and someone trusted to talk to, with facilities that include a 3G pitch, climbing wall, gym, sports hall and recreation area, and dance, arts, music and media suites.

Due to the success of HideOut Youth Zone, Empower Youth Zones has been granted the opportunity to open another Youth Zone within Greater Manchester – Salford Youth Zone (known officially as SYZ).

The two Youth Zone's will sit within the Onside network; a growing number of Youth Zone's across the UK which are funded, built, supported and launched by the national charity, Onside.

It is Empower Youth Zone's vision to ensure all young people grow to lead happy, healthy, safe and successful lives.

ABOUT SYZ

The role is full-time and based at Salford Youth Zone.

Set to open its doors in 2025, SYZ is a dedicated charity for Salford's young people, set up to give them the opportunity to discover their passion and their purpose.

SYZ will open 7 days a week, offering a free hot meal and over 20 activities every night for just 50p per visit for young people aged 8-19, or up to 25 for those with an additional need or disability. Facilities include a 3G pitch, climbing wall, gym, sports hall and recreation area, and dance, arts, music, and media suites.

Salford Youth Zone is at the very beginning of its Youth Zone journey and we look forward to providing young people from a diverse range of backgrounds the opportunity to make friends, develop new skills, unlock their potential and have fun.

THE ROLE

To develop and deliver an exciting programme of sports activities which will engage young people aged 8 – 19 years (up to 25 for those with additional needs) at Salford Youth Zone. To provide direct line management support, coaching, and development for sports sessional workers and volunteers to ensure young people receive a high-quality service.

To oversee the boxing gym, fitness suite, sports hall and dance studio. To utilise sport in the wider youth work agenda supporting and encouraging young people to express themselves, explore issues and facilitate personal development.

WHAT WILL I BE DOING?

- To plan, coordinate and deliver a comprehensive sports programme for young people aged 8 to 19 (up to 25 for those with additional needs) at Salford Youth Zone, helping to build their confidence, social skills and improve their overall wellbeing
- To ensure that the sports programme is high quality and meets the needs of the young people including those with additional needs and disabilities and young people who typically don't engage in sports
- To ensure that the sports programme contributes to the wider youth work agenda, supporting the development of young people
- To motivate, encourage and support young people to participate fully in sports sessions
- To ensure all sports staff and volunteers are equipped with a range of resources and activities to engage, develop and inform young people
- To motivate, train, manage, develop, coordinate and maintain an adequate staff of sports coaches both paid and voluntary to deliver high quality and safe activities
- To identify during sessions any relevant issues or areas of development for young people and ensure that these are targeted in the sports programme delivery
- To maintain a comprehensive and detailed up-to-date inventory of all equipment owned and/or used by the department
- To ensure all sports delivery is safe and complies with Salford Youth's Zone policies
- To organise sporting events, challenges and league competitions on a regular basis
- To support the Youth Zone and sports programme promotional plan and work in the community to attract young people
- To manage, induct, train, support and develop a team of part time sports workers and volunteers, working with the Volunteer and Training Manager, Youth Club Coordinators and Head of Youth Work, supporting CPD and opportunities for accredited and recorded learning
- To motivate, encourage and support young people to participate fully in sessions
- To monitor, record and evaluate the sports programme and provide reports and information as required in order to ensure a consistently high-quality youth work provision and demonstrate the impact of the Youth Zone
- To manage and monitor the budget allocated to the sports programme effectively and efficiently
- To seek to secure external funding to enhance the programme and build new relationships
- To network with local appropriate sports clubs and community providers and other partner organisations to develop joint working programmes
- In conjunction with other partners, identify, support and develop talented young people
- The role requires occasionally session leading and locking up of the Youth Zone to cover for Senior and Junior Club Leads. This will be scheduled by your Line Manager and you will be assigned another member of staff to assist
- Carry out any other reasonable duties as requested by the Senior Leadership Team

WHAT ELSE WILL I NEED TO DO?

- Be a role model for young people and present a positive "can do" attitude
- Commit to a culture of continuous improvement
- Represent Empower Youth Zones positively and effectively in all dealings with internal colleagues, and external partners.
- Comply with all policies and procedures, with particular reference to safeguarding, codes of conduct, health and safety, and equality and diversity to ensure all activities are as safe as possible and accessible

- To be alert to issues of safeguarding and child protection, ensuring the welfare and safety of Youth Zone members is promoted and safeguarded, and to report any child protection concerns to the Designated
- Safeguarding Leads in line with policies, procedures, and practice (training to be provided)
- To assist with any promotional activities and visits that take place at the Youth Zone, positively contributing towards increasing Youth Zone membership
- As part of the management team, to deliver a focused, measurable contribution to the Youth Zone's overall strategic plan.

PERSON SPECIFICATION

Selection Criteria A = Application Form I = Interview	Essential or Desirable	Method of Assessment
Experience		
Extensive experience of delivering sporting activities to young people in-line with relevant guidance and good practice	Essential	A & I
Proven experience of working with young people aged 8 to 19 (up to 25 for those with additional needs) in a range of settings	Essential	A & I
Proven experience of engaging vulnerable, disengaged or hard to reach young people in sports activities	Essential	A & I
Experience of managing a staff team, ideally including volunteers	Essential	A & I
Experience of monitoring and evaluation processes	Desirable	A & I
Experience working in partnership with external sporting agencies	Desirable	A & I
Experience managing externally funded projects	Desirable	A & I
Qualifications		
A relevant qualification in sports or youth work	Essential	A
GCSE or equivalent literacy and numeracy	Essential	A
Activity or sports leadership/coaching qualifications	Essential	A
One or more specialist sporting qualification such as Climbing Wall Award, Trampolining, Gymnastics, Basic Expedition Leader, etc)	Essential	A

Skills		
Excellent communication skills to deliver activity programmes to a wide range of young people	Essential	A & I
Ability to motivate and engage staff, volunteers and young people through sports	Essential	A & I
Strong commitment to young people and ability to engage and build positive relationships with disengaged young people	Essential	A & I
Ability to plan and deliver sporting events, such as tournaments, leagues and challenges	Essential	A & I
Ability to coach and develop groups of young people	Essential	A & I
Ability to officiate and lead a range of sports	Essential	A & I
Ability to manage and organise several tasks at a time	Essential	A & I
Ability to take initiative as part of a team, and lead a team	Essential	A & I
Knowledge		
Knowledge of the issues affecting young people and an ability to work with challenging behaviour and complex needs	Essential	A & I
Sound knowledge of sports qualifications and the quality standards expected for the successful delivery of accredited sports activities	Essential	A & I
Knowledge of monitoring and evaluation with a sport setting	Desirable	A & I
Special Requirements		
A willingness to work unsociable hours when required	Essential	A & I
A willingness to cover events, holidays and staff absence	Essential	A & I
The ability and willingness to travel to events in the region and beyond	Essential	A & I
Enhanced DBS clearance and commitment to Safeguarding children	Essential	A & I

ADDITIONAL INFO

The role is full-time and based at Salford Youth Zone. Salford Youth Zone is committed to safeguarding and promoting the welfare of children, young people and vulnerable groups. This post is subject to an enhanced DBS check.

The strength of Salford Youth Zone and the OnSide network of Youth Zones is the diversity of its people; we place huge value on equal opportunities and encourage applications from candidates of diverse backgrounds, communities and abilities. The one thing we all have in common is our desire to raise the aspirations of young people across the country.

For information regarding how OnSide Youth Zones process your data, please visit www.onsideyouthzones.org/applicant-privacy/

APPLICATION PROCESS

Application form: salfordyouthzone.org/get-involved/vacancies/

How to apply: Please complete the application form and return to recruitment@empoweryouthzones.org

Closing date: Friday 4th October - Midnight

Interview date: w/c 14th October

STRICTLY NO AGENCIES PLEASE

BENEFITS OF WORKING FOR SALFORD YOUTH ZONE



Onsite Fitness Gym & Boxing / MMA Suite



33 Days Annual Leave Pro-Rata



Secure Cycle Store



Branded Workwear



Internal Café



Flexible Working



Learning and Development Opportunities



Partnership Working



Working with Like-Minded People and Cultures



Company Sick Pay and Enhanced Maternity Leave



Pension Scheme



Living Wage Employer

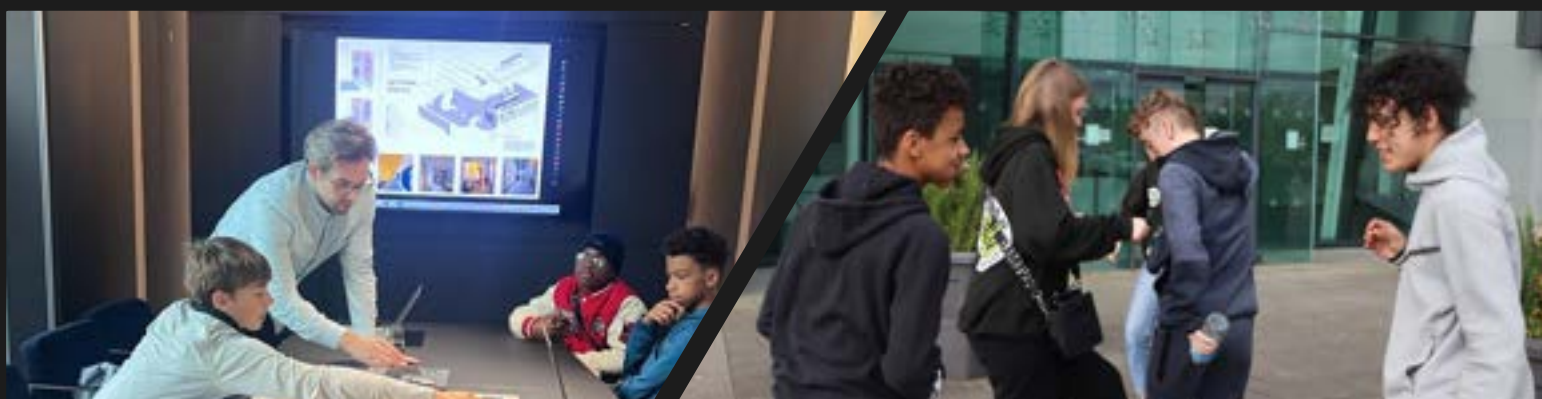
Employee Assistance Programme

Salford Youth Zone's Employee Assistance Programme provides free and confidential support for our employees on a wide-range of topics, such as:

- Unlimited telephone support (24/7) with calls answered by experienced in-house counsellors, legal and financial specialists
- Structured counselling over the phone, via live chat, email, or in person (up to 6-sessions)
- Family advice line on topics such as childcare & eldercare
- Legal information services including debt & financial information
- Critical incident and trauma support
- Occupational health services
- Crisis support
- "My Healthy Advantage" smartphone app and online personalised wellbeing portal, including videos, webinars, mini health checks and health coaching
- Coverage for dependants (partner/spouse and children aged 16-24) within HMRC guidelines
- Support for line managers
- BrightTV and Wellbeing podcasts



SPORTS COORDINATOR



OUR VALUES



YOUNG PEOPLE FIRST

Young people are at the heart of everything we do, inspiring and challenging us to deliver services that exceed their needs and challenge them to be the best they can be.

EXCELLENCE

We encourage ourselves and each other to be the best we can be through continuous learning and improvement, and a focus on finding solutions.



RESPECT

We act with honesty and integrity, celebrating diversity across the whole organisation and caring about each other, our young people and the Youth Zone environment.



AMBITION

We are passionate and driven in taking on new challenges, embracing new ideas and exceeding our ambitions for young people, the Youth Zones and our local communities.

COLLABORATION

We create and nurture strong, creative partnerships, working together to achieve better results and outcomes for young people.

