



Inspiring change within our community

Ewood Park Stadium, Blackburn, Lancashire, BB2 4JF, United Kingdom
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Organisation	Blackburn Rovers Community Trust
Position	Football Development Officer
Salary	£20,000 - £23,000 per annum commensurate to experience
Location	Blackburn Rovers Community Trust, Ewood Park, BB2 4JF
Type of Contract	Permanent, 37.5 hours per week
Closing Date	12 noon on 7 th May 2021
Interview Dates	Week commencing 10 th May 2021

Who we are:

Blackburn Rovers Community Trust (BRCT) is a successful award-winning charity that is continuing to grow as a sustainable dynamic organisation that positively impacts on the local community. We employ over 40 full-time staff and engage with over 40,000 people annually. We are dedicated to providing the best possible services to local people through a variety of programmes which aim to upskill, create opportunities and improve the health of those we serve.

Our Vision, Mission and Values

Given the needs that our charity has identified within the local area, we have formulated a strategy to ensure that these requirements are met by our charity, providing support and opportunities for those who need them the most.

Our Vision

We strive to:

- Inspire Change
- Raise Aspirations
- Invest in Futures
- Improve Health and Wellbeing
- Provide Sports Opportunities
- Build a More Integrated and Inclusive Society

Mission Statement

"Inspiring change in our community"

Blackburn Rovers Community Trust is fully committed to offering all members of the local community access to the highest quality programme of grassroots sports, education, inclusion and

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awareness projects to encourage off-field participation, success and enjoyment. We are at all times keen to use the profile and brand of Blackburn Rovers Football Club to greatest effect, committed to developing a comprehensive and diverse range of community initiatives and partnership working practices to open up new avenues of life chances and make a positive difference to the lives of the people of Blackburn with Darwen and Lancashire.

Our Values

We have a dedicated and determined group of staff who are all committed to ensuring that our values are embedded in every day thinking, from planning to fundraising to delivery. It is essential that all connected with Blackburn Rovers Community Trust share in these values to assist us in achieving our ambitions of:

- Building positive partnerships with like-minded organisations.
- A pro-active style in progressing the impact and quality of our work.
- An open and honest approach to working with all parts of our community.
- To ensure that anyone who wants to engage with the Trust can do so.

Our Core Values

- Innovation
- Creativity
- Individuality
- Inclusivity
- Diversification
- Proactivity
- Ambition
- Determination
- Principles
- Family

The Pillars

- Fulfilling Potential
- Encouraging Achievement
- Enhancing Wellbeing
- Success Through Sport

About the role:

Blackburn Rovers Community Trust are delighted to offer an opportunity to manage and grow a range of diverse and inclusive football opportunities across the borough. This remit will include managing football holiday camps, football development centres, matchday coaching activities, increasing BAME and female participation and any other new revenue streams related to community or holiday football delivery. A minimum of 10 hours per week (approximately 25%) of this role will be delivery.

Blackburn Rovers Community Trust (BRCT) is seeking to appoint an enthusiastic, charismatic and dedicated sports coach to support the management and delivery of BRCT's community football and holiday offer across Blackburn with Darwen and our wider catchment area.

The Football Development Officer will spend at least 10 hours delivering football sessions in community hours. The Football Development Officer will also have some responsibility to undertake administration and monitoring and evaluation tasks to support the Head of Community Programmes measure effectiveness, continuously improve and report back to the Executive Team.

Main Purpose of the role is to:

The main purpose of the role will be to retain and grow football development services in the

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following areas:

- Increase BAME and female participation
- Football holiday camps
- Football Development Centres
- Matchday coaching activities
- New football provision revenue streams

How to apply:

To apply, please email your application form, equal opportunities form and covering letter to recruitment@brfctrust.co.uk. CVs will not be accepted.

FAO: Gary Robinson (CEO)
 Blackburn Rovers Community Trust,
 Ewood Park,
 Blackburn,
 BB2 4JF

Please note that the job will be subject to satisfactory references and enhanced DBS procedures.

Job Description
 Football Development Officer
 Blackburn Rovers Community Trust

JOB DESCRIPTION	
1. Job Title	Football Development Officer
Salary	£20,000 - £23,000 per annum commensurate to experience
Hours of Work	You will be expected to work a minimum of 37.5 hours per week, excluding lunch breaks. Approximately 25% of the role will be predominantly based within evening and weekend unsociable hours (4-10pm).
Location	Blackburn Rovers Community Trust, Ewood Park, BB2 4JF You will be required to undertake travel as necessary to fulfil your job requirements and to the satisfaction of BRCT. Regular meetings will take place at Ewood Park.
Responsible To	BRCT Executive Management Team
Responsible For	Supporting casual coaches / youth workers
Contractual Status	Permanent

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2.	Overall purpose of the Job	<p>Main Purpose of the role is to:</p> <p>The main purpose of the role will be to retain and grow quality football development services in the following areas:</p> <ul style="list-style-type: none"> • Increase BAME and female participation • Football holiday camps • Development centres • Matchday coaching activities • Walking football • New football provision revenue streams
3.	Duties and Responsibilities	<p>To be responsible for the following:</p> <p>To support the development of a variety football development opportunities across BwD neighbourhoods and our wider catchment area.</p> <p>To meet realistic targets to grow provision and fulfil potential.</p> <p>To engage new target audiences in positive football activities</p> <p>Support quality assurance of all casual staff and external deliverers across the delivery.</p> <p>Be prepared to undertake any sport/engagement delivery as required.</p> <p>To help embed a positive culture across all delivery.</p> <p>To attend relevant meetings with BRCT management staff and external partners to improve memberships and/or quality of services.</p> <p>Support the coordination of all sports facilities and equipment usage across the football delivery.</p> <p>To work closely with BRCT's Community Inclusion Manager to support their delivery.</p> <p>Market the football club to these communities.</p> <p>To support talent identification opportunities.</p> <p>To monitor and evaluate your own delivery and support/monitor other casual staff to ensure they do the same.</p>
4.	General	<p>To at all times represent Blackburn Rovers Football Club and Blackburn Rovers Community Trust in a professional manner regarding to dress, presentation, personal hygiene, attitude, conduct and professionalism.</p>
5. Person Specification		

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	Essential	Desirable
Demonstrable Experience	<p>Experience developing and growing football specific community provision.</p> <p>Experience developing or working on football holiday camps.</p> <p>Creating and delivering a variety of football sessions in a community setting, often with disaffected hard-to-reach young people.</p> <p>Experience supporting or developing a programme of activities.</p> <p>Experience working with similar demographics to the people within the borough of Blackburn; particularly with those of a BAME background.</p> <p>Experience managing a team of staff and managing a staffing rota.</p>	<p>Experience of working with a charity and/or a professional football club community scheme and/or a community setting.</p> <p>Managing a facility which includes sports opportunities.</p> <p>Experience managing or supporting the management of grant funding across different sectors.</p>
Knowledge	<p>An in-depth knowledge of sport, including un-traditional activities to target a wide range of young people.</p> <p>Understanding of local geographical demographics, inter-faith relations and the barriers and/or challenges minority groups face in our society.</p> <p>Understanding of youth work values and principles and how these are implemented into practice.</p> <p>Actively keeps up to date with Children and Young people policy and best practice.</p>	<p>Promoting the brand of a professional football club to the local community.</p>

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	<p>Understanding of the issues that impact on the lives of young people and a track record in delivering innovative and exciting youth work opportunities that contribute outcomes.</p> <p>Knowledge and understanding of Working Together to Safeguard Children & Young People.</p> <p>Ability to work in accordance with national, local and organisational Child Protection and Safeguarding policies and procedures.</p> <p>Ability to identify and appropriately respond to cases of potential or actual child abuse.</p>	
<p>Skills</p>	<p>Must have relevant experience of working with children/young adults (8-19). This will include coaching, teaching or mentoring within a young adult environment.</p> <p>Must have a 'can do' attitude.</p> <p>Must be proactive.</p> <p>Strong interpersonal skills with the ability to communicate effectively both orally and in writing.</p> <p>To have a pleasant and approachable demeanour.</p> <p>The ability to work with the minimum of supervision.</p> <p>Ability to adhere to and maintain effective relationships</p>	<p>Strong IT skills including MS Word, Excel and PowerPoint.</p> <p>A track record of working with disabled young people.</p> <p>Previous project management experience.</p> <p>Working within partnership and multi-agency programmes. Experience of promoting and recruiting participants onto programmes/activities</p> <p>Working within a professional football club environment.</p> <p>Experience of recruiting and working with volunteers.</p> <p>Practical experience of managing information operating systems including</p>

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	<p>with young people, parents, carers and other colleagues within appropriate professional boundaries</p> <p>The ability to work as part of a team, demonstrating a willingness and ability to perform all functions required of team members.</p> <p>Excellent people skills with the ability to motivate and inspire individuals and organisations.</p> <p>Maintain a level of flexibility and adaptability in a fast paced environment.</p> <p>Highly organised with the ability to prioritise.</p> <p>A creative thinker with the ability to see new opportunities.</p> <p>A confident and conscientious approach to work.</p> <p>Ability to work flexible hours to meet the needs of children (evenings, weekends, residential)</p>	<p>monitoring, evaluation and quality assurance frameworks.</p> <p>A second language which is prominent within our local area.</p>
<p>Qualifications</p>	<p>Minimum of five GCSEs including English and maths at a Grade C or above or equivalent.</p> <p>A-levels or equivalent.</p> <p>A 1st4Sport Level 2 coaching qualification.</p> <p>A variety of other 1st4Sport Level 1 qualifications.</p>	<p>A degree in a relevant subject.</p> <p>A FA Level 1 coaching qualification.</p> <p>A relevant Youth Work qualification.</p> <p>To hold a valid UK driving licence.</p>

Please note:

The person appointed to this post will, from day-to-day, have contact with children and vulnerable adults, many of whom are under eleven years of age, and a number of whom may have moderate

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learning difficulties and/or disabilities. Therefore, the post holder will require an enhanced Disclosure Barring Service check.

Safeguarding Recruitment:

Blackburn Rovers Community Trust and Blackburn Rovers FC is 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. The successful applicant can also expect to have their personal information entered on to a Single Central Record and/or the FA's Whole Game system, which will be shared with key football and other sports governing bodies and organisations where applicable.

Equality, Diversity & Inclusion:

As we are a diverse community trust 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. BRCT is opposed to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate.

The 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.

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