**Job Description**

ROLE: Lead Community Engagement Worker

RESPONSIBLE FOR: Community sports, play and training programmes

RESPONSIBLE TO: Community Development Manager

| QUALIFICATIONS / CERTIFICATIONS REQUIRED: | * NGB Level 2 Award / Level 3 Award in Higher Sports Leadership or above * First Aid * Safeguarding * Full Driving License |
| --- | --- |
|  | The Lead CEW should be able to:   * Motivate participants, coaches and volunteers * Form and maintain partnerships * Communicate effectively * Punctual and use time efficiently and effectively * Provide structured planning and organisation * Promote on healthy lifestyle to participants * Use Sporting Communities operational tools * Provide equipment for the session |

**Role description**

As the Lead Community Engagement Worker, you will take a lead on delivering sports activities that engage young people in their community. The role will include encouraging underrepresented groups to participate in positive activity, using sport as the tool. It will also include making referrals to our Training Academy and sister charity Supporting Communities to support any mental health, or family support needs.

The Lead Community Engagement Work will identify needs, plan and implement suitable activities, involving young people in the co-design of their sessions. There are also additional opportunities to expand this work into new settings such as schools and additional communities.

**Main duties and responsibilities:**

The role requires the appointed contractor to maintain professionals standards and to abide by the policies and procedures at all times.

* Consult with line manager about projects.
* Take a lead on delivering the sessions.
* Co-ordinate other staff and volunteers working at sessions.
* Liaise with partners of projects to ensure that the projects are being delivered effectively.
* Provide support and advice to other coaches and volunteers within the coaching team.
* Assure organisational jobs are completed e.g., registers, equipment, incident reports, outreach logs and consent forms.
* Brief Assistant Coaches on the aims of the project
* Ensure that coaches are delivering professionally and effectively.
* Undertake any required training and consult with line manager about equipment needs.
* Abide by and promote sound ethics and organisations policy.
* Take responsibility for ensuring that sessions have the required equipment.
* Be aware of and follow the procedures for recording accidents and incidents.
* To have a clear understanding of the organisations Health & Safety policy and Emergency Procedures and ensure they are implemented at all sessions you and your coaches are responsible for.
* Take responsibility for your own Health & Safety and ensure your coaches do the same.
* Ensure that the first aid kit is well stocked and that coaches have access to a telephone nearby.
* Hours of working can be flexible and self-determining in time and able to work unsociable hours.

**Pay**

£15 Per Hour

If this may be of interest to you, please email [ed@sportingcommunitiescic.org](mailto:ed@sportingcommunitiescic.org)