



**F92**

**CANDIDATE PACK**

**Neighbourhood Manager**

Registered Charity no. 1180246





## Included in this pack

1. Welcome from F92
2. Application process
3. Strategic context
4. Role Description & Person Specification

# 1. WELCOME TO FOUNDATION 92

Thank you for your interest in becoming the Neighbourhood Manager at Foundation 92!

It's an incredibly exciting time to join the Charity as we embark on a journey to make a positive difference to the lives of people in Salford and Greater Manchester.

Foundation 92 is a Charity founded by the Class of '92 in 2018, to enable them to give back to communities and causes close to their heart using the power of sport, particularly football. Foundation 92 is also the chosen Charity of Salford City Football Club.

Foundation 92 seeks to benefit peoples' physical and mental wellbeing, and in particular engage people with a disability, experiencing homelessness, issues with their mental health and also young people at risk of committing offences. We recognise the power of football to engage people and connect them to others, to strengthen resilience, to grow confidence and to have a positive impact on peoples' lives. We are looking for someone who is as passionate about this as we are.

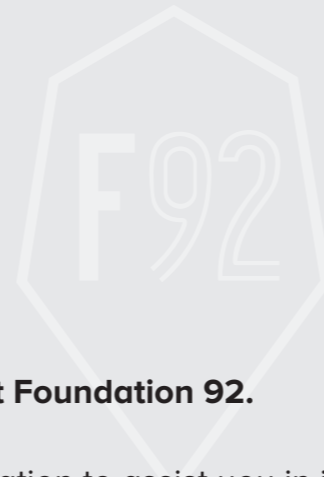
This pack is designed to provide you with the information you will need to make an informed decision about working for Foundation 92 and clarity on the expectations.

We are happy to answer any questions you may have.



Tom Hutton  
Head of Foundation 92

## 2. APPLICATION PROCESS



**Thank you for your interest in becoming Neighbourhood Manager at Foundation 92.**

Please find below details of the application process and further information to assist you in its completion.

In order to apply, you should submit the following to the Head of Foundation 92; [tom.hutton@foundation92.co.uk](mailto:tom.hutton@foundation92.co.uk)

- A two page statement and CV
- Two references to support your application

The timeline for recruitment is:

- Job advertised; [24/05/2021]
- Closing Date; [14/06/2021]

We will look to conduct interviews approximately two weeks after the closing date. All applicants will be notified whether they are invited to interview or unfortunately unsuccessful on this occasion.

Please put 'Neighbourhood Manager' in the subject line of your email.

Should you wish to have an informal conversation about the role, please contact;

**Tom Hutton, Head of Foundation 92**  
**[tom.hutton@foundation92.co.uk](mailto:tom.hutton@foundation92.co.uk)**

We look forward to receiving your application.

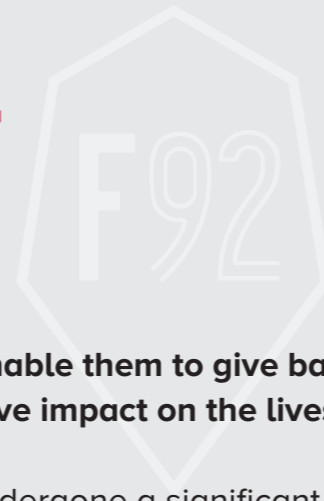
*\*Please note, given the high standard of expected applicants for the role, the application process may close earlier than listed.*

*Foundation 92 is an equal opportunities employer and welcomes applications from all sections of the community. All appointments will be based on merit.*



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## 3. OUR STRATEGIC CONTEXT



**Foundation 92 is a Charity founded by the Class of '92 in 2018 to enable them to give back to communities and causes close to their heart, using the power of football. Sport has long been recognised as a significant tool to have a positive impact on the lives of people and communities.**

The Class of '92 co-own Salford City Football Club, which itself has undergone a significant period of change in recent years. Foundation 92 is the chosen Charity of Salford City Football Club. The Club has a growing fan base and heightened profile, supported by local people as well as those from further afield. Some people from the local community face significant challenges on a daily basis and the Class of '92 wanted to help and support people to overcome some of those challenges, starting in Salford and then Greater Manchester.

Foundation 92 has identified a number of priority areas, based on its Founders' passion, together with evidence of need and consultation in the community. These are; mental and physical wellbeing, engaging people with a disability, supporting people who are homeless, and engaging young people who are at risk or, or have committed offences.

### HERE'S WHY....

**30.7%** of females in Salford are inactive, compared to England at **23.6%**.

Self-reported low life satisfaction is **6.7%** compared to **4.2%** nationally and there is a **higher** rate of suicide.

You are **4 times** as likely to be homeless within Salford compared to national figures, especially amongst **16 – 24** year olds. Greater Manchester has an ambition to eradicate homelessness by **2021**.

Over **20%** of people in the **6** wards surrounding Salford City FC have a long-term disability or health condition. This equates to **20,674** people who are almost twice as likely to be inactive (less than **30** minutes of exercise a week)

**7.8%** of young people not in education, employment or training (NEETS) almost double the national average of **4.2%**.

The Foundation will work with Salford City Football Club and other organisations in the area, to deliver impact to help change lives through sport, benefiting individuals, communities and the local economy.

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## 4. JOB DESCRIPTION

Job Title:	Neighbourhood Manager
Reporting to:	Head of Foundation 92
Key Relationships:	Operations and Development Manager, Foundation 92 Stakeholders, All Foundation 92 Staff, EFL Trust, Trafford Council, Local Housing Associations, Local Youth Partnerships
Hours of work:	40 Hours per week. Fixed term contract, running initially for a period of 18 months with the view to expansion dependant on funding
Start Date:	1 <sup>st</sup> July 2021
Location:	Salford and Trafford
Salary:	£18,000.00-£22,000.00 per annum.



# JOB OVERVIEW

**Foundation 92 is the official charitable partner of Salford City FC and The Class of 92.**

Working throughout the borough of Trafford, Foundation 92 is proud to deliver a wide and diverse range of high quality, high impact, sustainable health improvement, education, physical education and inclusion provision, which enables members of the community to lead healthy, positive and progressive lifestyles.

Given the recent growth of Foundation 92's delivery portfolio within the Borough of Trafford, Foundation 92 is looking to appoint a highly experienced, diverse and dynamic individual who will further enhance, develop and take a proactive lead in the design, development and effective delivery of Foundation 92s operations within the Borough of Trafford.

Taking direct responsibility for both Foundation 92's current and planned provision within the Borough of Trafford, the post holder will take direct responsibility for the following thematic themes which currently feature across Foundation 92's delivery offers within Trafford;

- Multi partnership youth work and detached outreach provision.
- Targeted 16-24, partnership co-delivered NEET education programmes.

- Whole family unit bespoke healthy lifestyles and health improvement programmes.
- Targeted male and female weight management programmes.
- Specialist detached youth work and community engagement provision.

The post holder will be required to take the direct lead on the development of new locally focused place-based initiatives, which will include working with a range of delivery and investment partners in order to form innovative and impactful partnerships within but not limited to delivery themes such as;

- Targeted physical activity programmes.
- Social inclusion programmes.
- Targeted healthy lifestyle programmes.
- Enhanced youth work programmes.
- Community vocational education programmes.
- Enterprise and employability programmes.

Ensuring that Foundation 92 is continually recognised as a market leader in the delivery of ground-breaking and innovative community enrichment and engagement programmes.

# KEY RESPONSIBILITIES:

The main responsibilities of the post holder are as follows;

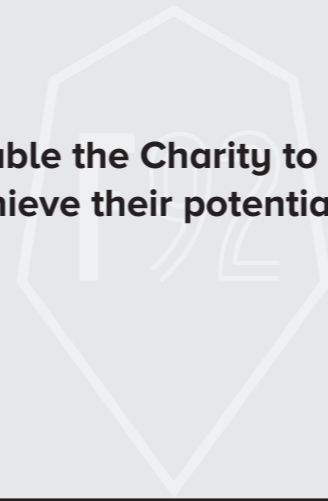
- To take direct responsibility for the effective and impactful delivery of Foundation 92's current operations in Trafford, including directly supporting the delivery of such provision.
- To take direct responsibility for all operational data capture and impact measurement processes, including the reporting of project outcomes to partners in a timely manner.
- Take responsibility for the development of new, innovative and engaging place-based community projects, ensuring that Foundation 92's strategic and local objectives are aligned at all times.
- Build upon and develop new stakeholder and investor relationships, ensuring that all developing new projects are co-designed and developed with partners and the communities we serve.
- Ensure that Foundation 92 is seen as the market leader in the design, development and implementation of place-based community outreach and engagement programmes.
- Work diligently and proactively with local, national and regional funding partners in order to acquire suitable funding to develop and launch place-based intervention programmes.
- Support and manage a specialist team of delivery offices, ensuring Foundation 92 resources are being allocated and utilised in a suitable and appropriate manner.
- Effectively and efficiently manage Neighbourhood and project budgets, ensuring projects are delivering in an economical and impactful manner.
- Take the role of senior leader within the borough of Trafford, professionally representing Foundation 92 at key stakeholder and partnership meetings.
- Take responsibility for the acquisition and awarding of external funding in line with set targets, ensuring Foundation 92's operational growth objectives are both met and always exceeded.



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# PERSON SPECIFICATION

This post requires a committed and talented individual to enable the Charity to reach out to as many individuals in the Salford and Greater Manchester communities as possible, and inspire them to achieve their potential.



<b>Experience</b>	Experience in successfully managing stakeholder relationships.
	Experience in successfully developing new relationships with key religious and community stakeholders.
	Extensive experience and understanding around the ongoing impact and data capture of provision within the community, ensuring all programme and service user outcomes are celebrated.
<b>Key Skills/ Personal Attributes</b>	Excellent interpersonal skills
	Excellent communication skills
	Excellent eye for detail
	The ability to work towards and achieve targets set both internally by Foundation 92 and external partners.
	Excellent IT skills.
	The ability to work under pressure and to tight deadlines.
	The ability to meet set targets.
	Ability to work independently and as part of a team.
	Ability to lead and drive change.
	Self-motivated
	Hard working
	Enthusiastic
	A team player
<b>Expected to...</b>	Act with honesty and integrity at all times
	Demonstrate high standards of personal conduct.
	Value and respect colleagues and other members of staff.
	Work with others to develop and improve our services.
	Take personal responsibility for their words and actions, and the quality of service they deliver.



### **Confidentiality**

Any information relating to people contacted by the Charity acquired in the course of duty must be treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of staff. Any information relating to staff acquired in the course of duty must be treated in the strictest confidence and must be discussed only with senior staff members.

### **Disclosure**

Because of the nature of the work for which you are applying, this post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Applicants are not entitled, therefore, to withhold information about convictions which for other purposes are 'spent' under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Charity. Any information given will be completely confidential. Salford City Football Club is registered with the Disclosure and Barring Service for the purposes of obtaining Disclosures and is committed to the Disclosure Code of Practice. The Club will work with the Foundation to support this process until such time that it is registered. The Charity has a Policy on the recruitment of ex-offenders and on the secure storage of Disclosures in line with the requirements of the Code of Practice (all available on request). Further information can be obtained from: <http://www.disclosure.gov.uk/>

If you are successful in your application, you will be required to obtain a Disclosure at the level decided upon by the Board of the Foundation.



**THANK YOU**