



EDUCATION AND ENGAGEMENT SPECIALIST JOB DESCRIPTION

Job Description & Outcomes

Post Title: Education and Engagement Specialist

Responsible to: Skills Delivery Manager

Hours: Full time, Part time and hourly paid available

Salary: £20,000 – £22,000 pro rata, negotiable depending on experience

Our Mission: About the Role

Sport Works has an excellent opportunity for highly motivated and experienced Education and Engagement Specialists to source and deliver multiple high quality programmes across the North East.

It is an exciting time to join Sport Works with many new projects starting and funding secured for more to start over the coming months. Extremely skilled people are required to be part of the delivery team and ensure the company continues to grow and progress.

Operating from ten sites across England, we are proud of the impact our work has on the health and wellbeing of individuals throughout the country. The Education and Engagement Specialist role is key to our improvement and growth in coming years.

Why the Role Exists

The Education and Engagement Specialist role will plan and deliver programmes whilst working with referral partners, schools and colleges across the North East to be able to increase the number of people accessing Sport Works' programmes whilst delivering the highest possible standard of customer service.

Whilst the position will be line managed by the Skills Delivery Manager it will be the Education and Engagement Specialist's responsibility to ensure that deliver is of a high standard, with outcomes for learners met and new opportunities sourced.

The post involves constant communication with referral partners to ensure projects are structured effectively and delivered to the highest possible quality standards.

Outcomes: The role is tasked with achieving the following outcomes:

- Identify cohorts of eligible learners to fill delivery timetable
- Deliver engaging alternative education provision whilst ensuring education outcomes are achieved
- Effectively promote Sport Works' programmes
- Consistently plan and deliver minimum Grade 2 sessions and willing to work towards Grade 1
- Achieve min 80% progression rates
- Achieve minimum 80% retention rates
- Consistently meet monthly KPIs and score highly at performance reviews
- Ensure customer satisfaction rates are consistently above 95%

Competencies: The following provides an overview of the technical and personal competencies required:

Knowledge / Training / Qualifications

- Sport coaching/Specialist sport teaching qualifications
- PCET/PGCE or equivalent Teaching qualification
- Prior experience of working alongside qualification awarding bodies
- Experience of delivering Sport based education to young people with SEMH, SEND and behavioural needs
- Experience of working with children, young people and adults
- Understanding of the barriers to learning those who have disengaged or are unable to engage face within mainstream education
- Knowledge of the CIF and Ofsted
- Experience of teaching in a wide range of environments including schools, club and community settings
- Experienced in working within Alternative Education Provision

Aptitude and Skills

- Ability to develop and implement high quality, varied and creative sessions focusing on a person-centred approach
- Demonstrate good organisational and planning skills
- Ability to adapt sessions appropriately dependent on the needs of young people.
- Ability to effectively promote educational programmes engaging referrals partners at a senior level
- Ability to work efficiently on own initiative, under pressure and maintain a high standard of work.

- Ability to inspire, motivate and encourage young people
- A can-do attitude
- A passion to support young people in achieving their goals
- Empathy and understanding of disadvantage young people and the motivation to help to make positive changes in their lives

Additional Requirements

- Up to date knowledge of Child Protection, Safeguarding, Prevent, Health and Safety and Equality and Diversity principles and regulations
- Commitment to continuous professional development and willingness to undertake training where necessary
- Commitment to equal opportunities
- A flexible attitude to working, willing to work evenings and weekends.
- Ability to travel independently with access to own car
- Up to date DBS (update service)

If you feel you have the skills and experience required for our Education and Engagement Specialist role, please email a CV and covering letter to the Skills Delivery Manager: rachael@sportworksltd.co.uk

Closing date: 30th November 2018

Please note successful applicants may be contacted for interview prior to closing date.

Sport Works is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

We are committed to safeguarding and promoting the welfare of children and young people, and applicants must undergo child protection screen appropriate to the post, including checks with past employers and the Disclosure & Barring Service (DBS). We expect all staff to share this commitment.