

Job description

Job title

Sports & Community Officer

Hours

37.5 hours per week, 43 weeks per year (term time)

Contract

Permanent

Role profile and grade

TLS25 - Grade 2 Point 1

Salary

£29,803.05 pro rated (£30,912.00)

Location

Bridge College, Openshaw, Manchester

Reports to

Curriculum Lead

Type of DBS required

Full enhanced (We will apply for this on your behalf.)

Job purpose

The focus will be for the post holder to continue increasing community participation and develop the health and wellbeing of our student body.

The post holder will be required to work flexibly to meet the requirements of the role. This may include weekend and overnight working.

Bridge College has a large multi-disciplinary team which comprises of teachers, support staff, physiotherapists, occupational therapists, and speech and language therapists. It is essential that the post holder

works collaboratively with this multi-disciplinary team to ensure the needs of students are addressed and learning is accessible and inclusive. The post holder will also work collaboratively with a range of partners to facilitate student progression.

The post holder will be expected to proactively promote excellent health and safety practices

The post holder will ensure that they keep up to date with industry related standards and other professional development pertaining to their role.

The post holder will be required to work flexibly to meet the needs of the student body.

Safeguarding students and vulnerable people is a priority for all employees

The post holder will ensure the student body participate in a wide and vary range of activities within college and the community.

Nature of the post

Bridge College is the Together Trust's specialist education college for students aged 16 to 25 years with disabilities, complex needs and autism. Bridge College promotes a multidisciplinary approach to learning and has expertise in supporting students with a wide range of needs.

The post holder will be based at Bridge College.

Key responsibilities

- Will be the point of contact between Bridge College and Local sport facilities.
- In collaboration with the Curriculum leads, project manage and co-ordinate a range of initiatives and activities which include:
- Work collaboratively with the multi-disciplinary team (tutors, physiotherapists, occupational therapists, nursing, positive behaviour support and speech and language to deliver outstanding and inclusive sporting events

- Develop sustainable clubs that will run during the year and also arrange fixtures/competitions against other colleges, clubs, etc.
- Fully assist in the organisation of extra-curricular college events and be present at these events
- To maximise use of the college's inclusive resources to widen community participation and accessibility to sporting activities.
- Build links with external sporting agencies to increase sports participation (events, coaching opportunities, hiring facilities, links, local leisure facilities, access to sports – travel training skills and family support etc
- Encourage students to not only participate in sport but develop skills necessary for other sports specific roles i.e. coaching, refereeing. This may also include upskilling students through the appropriate training and qualifications i.e. NGB coaching qualifications
- Support with healthy lifestyle initiatives and work closely with the multi-disciplinary therapy team to increase students' fitness levels
- Safeguarding students and colleagues
- Attend meetings, staff development and other key events as required
- Prepare reports, progress records and other documents as required
- Pro-actively promote equality and diversity, and health and safety practices within the subject area of sport and outdoor education
- To ensure all adaptations/adaptive equipment required is available, planned for and set up accordingly to ensure that all students can participate safely and inclusively in physical activities
- To liaise with and develop links with higher education and further education establishments e.g. Manchester College

- Liaise with the colleges work experience officer to expand the current sport related work experience and volunteering placements
- Coach students with an aim to raise participation levels and raise quality/ quantity of extracurricular activities and sporting opportunities within college
- Take responsibility for the PE stock, cupboards, bikes and outdoor equipment ensuring you work with the campus and finance team to replenish and fix
- Work with the operations team to carefully arrange and plan outdoor trips
- Link with the events team to plan whole college events
- Conduct comprehensive risk assessments and offsite agreement forms to ensure the safety and wellbeing of students attending events

Other responsibilities

- Actively engage with the Together Trust's vision, mission and values
- Commit to promoting equality, diversity and inclusion

Additional information

This Job Description is not exhaustive, and the post holder may be required to undertake other appropriate duties and responsibilities as required.

Together Trust is committed to safeguarding and promoting the welfare of children and vulnerable adults and expects all staff and volunteers to share this commitment. All staff and volunteers must be responsible and accountable for their safeguarding practice and proactive in identifying and reporting safeguarding concerns.

Person specification

You will need demonstrate the extent that you have the necessary requirements for this role. Please use examples in your application how

you match the criteria in the person specification and your experience of the responsibilities outlined for the role.

	Essential	Desirable
Educations, qualifications and training	<p>Level 3 or equivalent in sports/Sports development, Coaching and Fitness/ Activity Leadership/Fitness Instruction and Self-development in Active Leisure</p> <p>NGB qualifications in a range of sports</p> <p>A level 3 Award in Education and Training (formerly known as PTLLS)</p>	<p>A relevant Degree within subject area of sport</p> <p>Specialised qualification(s) or training in learning disabilities and/or autism and/or medical conditions associated with students with learning disabilities/autism</p> <p>MIDAS trained or willingness to undertake within first year of employment</p> <p>Training in Makaton or other forms of sign language</p>
Experience	<p>Experience of working as sports coach in a variety of settings such as schools/colleges, community and competitive sport</p> <p>Experience of working with and teaching young people with learning difficulties and disabilities</p> <p>Experience of working with a range of partners and employers</p> <p>Experience of working as part of a multi-disciplinary team</p> <p>Experience of co-ordinating projects, liaisons with services and other</p>	<p>Experience of further and specialist education quality systems.</p>

	<p>stakeholders in order to achieve project goals Experience of planning sporting events and excursions with students and young people</p>	
<p>Knowledge and understanding</p>	<p>Knowledge of adaptations required within activities for the young people with learning disabilities to participate safely and inclusively in physical activities</p> <p>Knowledge and understanding of accredited learning, assessment and moderation process</p> <p>Knowledge of sports participation and development opportunities offered locally and regionally for inclusive sports</p>	<p>Knowledge of SCIPr and Intensive Interaction Practices</p> <p>Knowledge and understanding of non accredited learning programmes and RARPA</p> <p>Knowledge of Special Olympics and Motor Activity Training Programme and experience of implementing this programme.</p>
<p>Skills</p>	<p>Capacity to adapt to changes within role and in character of student cohort</p> <p>Positive attitude to trying new approaches</p> <p>Excellent communication, literacy and numeracy skills</p> <p>Ability to meet deadlines, at times under pressure</p> <p>A commitment to the ethos, policies and practices of Bridge College and Together Trust</p>	

	<p>A strong commitment to working co-operatively with a multi disciplinary team</p> <p>Ability to use ICT innovatively in a range of contexts</p> <p>Ability to meet the challenges of working with young people whose needs are complex</p> <p>Full commitment to continuous professional development</p> <p>Be able to think for themselves to solve problems to help improve provision</p> <p>Ability to make contact with outside agencies and college to improve and develop links</p>	
<p>Other</p>	<p>Ability to commit to evening meetings, value added recreational and residential activities, parents evenings and open evenings which may be outside normal college hours.</p> <p>Full and clean driving licence, including business use insurance on own vehicle.</p>	

Applications are welcome from all regardless of age, disability, marriage or civil partnership, pregnancy or maternity, religion or belief, race, sex, sexual orientation, trans status or socio-economic background. We are committed to making reasonable adjustments for disabled people. We positively encourage applications from those with lived experience.