



LeicesterCity
in the Community

Female Engagement Lead

Job Description

Job Title:	Female Engagement Lead
Reports to:	Community Engagement Manager
Contract Term:	Full Time, 37.5 hours - fixed term, 1 year (Subject to funding, there is a possibility to extend the role beyond the term) You may be required to work outside of normal office hours, evenings, weekends and school holidays.
Location:	Leicester City FC, King Power Stadium, Filbert Way, Leicester, LE2 7FL, home working and various delivery locations.
Salary:	Circa £22,000
Start Date:	March 2021

Job Purpose

The Female Engagement Lead will lead on the development and delivery of high quality, targeted, impactful female engagement projects and programmes in areas of high need across the city and county.

The successful candidate will be required to work across the organisation leading and supporting the development of targeted female provision within our Community, Education, Health and Wellbeing and Football Development themes.

The role will involve working with a broad range of children, young people and adults from diverse backgrounds, in both education and community settings. Delivery will take place across a minimum of 4 afternoons / evenings per week and at weekends.

Key Responsibilities

- Leading on the development and delivery of high-quality, impactful, female engagement projects and programmes in areas of high need across the City and County.
- Coordinating, delivering, and monitoring football focussed/multi-sport/physical activity sessions, and targeted female interventions in schools, colleges and community settings, creating inspiring opportunities for children and young people to gain access to provision.
- Supporting the delivery of targeted adult female interventions in community settings.
- Leading on and/or supporting the delivery of sessions for a minimum of 4 afternoons / evenings per week and at weekends.



LeicesterCity
in the Community

- Supporting consultation with local communities and partners to improve the delivery of opportunities and services at a local level and increase participation amongst targeted groups.
- Supporting the recruitment, training and deployment of Volunteers, Young Leaders and Peer Mentors via our Grow Your Own model.
- Contributing to the monitoring and evaluation of projects and programmes, including accurate data capture and input, identifying and evidencing individual success stories etc.
- Positively contributing to all relevant aspects of Leicester City in the Community.
- Promoting and expanding activities in line with the strategic direction of LCitC.

General Responsibilities

To ensure all activities are correctly monitored with the appropriate risk assessments and health & safety procedures in place.

To safeguard the welfare of children and vulnerable groups at all times.

To adhere to all relevant safeguarding policies and procedures and report any concerns to LCitC Designated Safeguarding Lead or Designated Safeguarding Officers in a timely manner.

Compliance with Club policies.

Compliance with data protection, confidentiality, safeguarding and health and safety guidelines.

To undertake required training, including mandatory Club Equality and Diversity and Health and Safety training and Club Safeguarding Induction.

To undertake such other duties as may be reasonably expected or required by line manager.

To maintain professional conduct at all times and demonstrate all six LCitC core values and instil in others.



LeicesterCity
in the Community

Person Specification

Education/Qualifications	
Educated to degree level in a relevant subject area	Desirable
UKCC Level 2 Coaching Certificate	Essential
Safeguarding Certificate	Essential
Emergency First Aid Certificate	Essential
A variety of sport and physical activity delivery qualifications	Desirable
FA Level One in Coaching Football	Desirable
Level 2 Youth Work Qualification	Desirable
Knowledge & Experience	
A track record of engaging participants from hard-to-reach backgrounds and underrepresented groups	Essential
Planning and delivering high quality activities	Essential
Extensive knowledge of female engagement methods and practices	Essential
A minimum of 2 years' experience of delivering effective and impactful engagement programmes with targeted groups	Essential
Demonstrate a good understanding of barriers to participation	Essential
Experience of developing relationships with a wide range of internal and external partners	Essential
Line Management and/or Volunteer Management Experience	Desirable
Skills & Abilities	
Ability to work on own initiative	Essential
Excellent communicator at a variety of levels	Essential
Excellent organisational and planning skills	Essential
Real passion for the development of opportunities for female participants	Essential
Ability to encourage, motivate and enthuse individuals to participate	Essential
Committed, self-motivated and driven	Essential
Strong commitment to high quality delivery	Essential
Ability to form strong and sustain appropriate working relationships	Essential



LeicesterCity
in the Community

Equality, Diversity & Inclusion	
Must be able to recognise discrimination in its many forms and adhere to the LCFC Equality policies	Essential
Ability to work within diverse communities and draw on individual strengths to promote equality, diversity and inclusion	Essential
Other	
Must satisfy relevant pre-employment checks including two current references relevant to the position and Enhanced DBS checks	Essential
Driving license & access to a vehicle or reliable transportation, with the ability to travel independently across the City and County.	Essential
Strive to achieve and work towards 'Leicester City in the Community' vision, strategy and core values	Essential