



**FOUNDATION
OF LIGHT**

THE WORLD AT YOUR FEET

RECRUITMENT PACK





WELCOME



WE MAKE LIFE BETTER FOR PEOPLE IN THE NORTH EAST

We are delighted that you are expressing an interest in joining our pioneering charity at such an exciting time. We are proud of our history and culture, our innovative and proactive solutions to community problems, and our people.

We are looking to add diversity and new skills to our passionate and enthusiastic team.

We are the official charity of Sunderland AFC, established in 2001 by former club Chairman Sir Bob Murray CBE with a simple mission:



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OUR VISION

Better opportunities, better lives.

OUR MISSION

We are here to use the power of football to invest in the communities we serve and to improve the Education, Health, Wellbeing and happiness of people, no matter who they are.

ABOUT US

Set up in 2001, the Foundation of Light is the registered charity of Sunderland Football Club; we use the power of football to engage individuals and communities, increasing life opportunities.

Situated in the Northeast of England, we are based at the award-winning community hub, the Beacon of Light, but also have outreach centres in Sunderland, South Tyneside and County Durham.

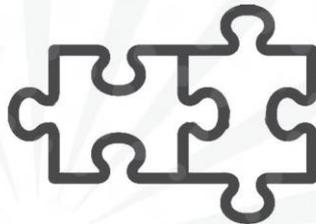
We use our position as an unparalleled route into traditionally 'hard to reach' communities – involving, educating and inspiring. We work across four industries – education and skills, sport and play, health and wellbeing and youth and community learning.



OUR VALUES

Collaborative

We work together, encourage diversity and build strong relationships in our community.



Integrity

We are honest, respectful and inclusive. We care about our colleagues and our community.



Innovative

We are creative in solving problems and bold in trying out new ideas.



Agile

We adapt to all situations with flexibility and positivity. We are resilient in times of challenge.



Excellence

We are professional, accountable for our actions and contribute to a high performing team.



Passionate

We are proud of what we do and committed to making a difference.





SAFE, WELCOMING AND INCLUSIVE IS AT THE HEART OF WHO WE ARE

We recognise, respect and value difference; all individuals will be treated equally and fairly.

We expect all staff, volunteers and partners to share our commitment to maintaining a culture of vigilance and encourage the reporting of any concerns about the welfare of any child, young person or adult at risk.



“ James and Daniel really enjoyed the session today.
They said it felt like they were learning but in a fun way
- and they love anything to do with football!

Kelly Woods, Parent

”



WHAT WE DO

We work with partners and key stakeholders such as local councils, colleges, universities and housing associations to deliver more than 40 programmes a year across the North East. In doing so, we support almost 20,000 people from all walks of life.

Our **sport and play** programmes cater for young children aged from 18 months (Little Dribblers) to adults aged over 55 (our Extra Time Hubs). We encourage people of all ages to keep active, develop skills and live more fulfilling lives.

Meanwhile, our wide range of disability programmes ensure young people and adults can enjoy sport and build friendships. Our disability coaching team delivers fun, exciting, and challenging sessions which help develop motor skills, balance, and co-ordination, as well as encouraging teamwork and improving communication and confidence.



Jacob has really enjoyed the holiday courses - the staff have been fantastic! It's helped massively with childcare over the holidays; I can crack on knowing he is happy and in safe hands.



Helen Wall, Parent



We're passionate about inspiring **young people** to be the best they can be, so we also provide a range of free programmes to develop children and young people wherever their interests lie. From sports through to social action projects, residential trips, mentoring, youth clubs and forums, we make sure their voice is heard and their dreams encouraged.

To help raise the educational attainment across the region, we partner with education providers to close the gap between those from disadvantaged backgrounds and others.

We deliver a wide range of sports and education programmes for schools and academies across the North east.



Hundreds of young people have benefitted from our Holiday Hunger programmes, enjoying free activities and a daily meal during the school holidays.

We work with those aged **16+** to improve their **employability skills** and help them find full time work, we also help parents, grandparents and carers support their child's development through a range of courses; encouraging families to learn and play together and gain new skills and experiences.

We offer adults the opportunity to reskill or upskill and gain qualifications and participate in courses they may previously not have had access to.

Of course, another priority is **health** inequality, and working with partners across Sunderland, South Tyneside and County Durham we deliver a wide range of programmes aimed at tackling poor physical health.



Over **16,000** young people making safer and healthier choices from our programmes

We've upskilled nearly **1,500** young people and adults, supported over **600** participants in their employment journey and helped secure nearly 100 jobs

Over **10,000** volunteering hours

Over **250** aged over-55 access our five day a week programme of activities

Over **20,000** people who we have worked with have improved their physical health with 14,000 also improving their mental wellbeing



OUR HISTORY

<p>2001</p> <p>FOUNDATION OF LIGHT FOUNDED BY SIR BOB MURRAY CBE OUT OF SAFR COMMUNITY PROGRAMME</p>		<p>BEGINNING THE WORK WITH TEENAGERS, TAKING THE FOUNDATION INTO THE COMMUNITY</p>		<p>2004</p> <p>OUR FIRST HOME, 'CENTRE OF LIGHT' OPENS</p> <p>OFFICIALLY OPENED BY COUNTESS OF WESSEX GCVO</p>	
	<p>2003</p> <p>STARTED WORKING WITH FAMILIES</p> <p>ESTABLISHING FAMILY LEARNING THROUGH FOOTBALL PROGRAMME</p>			<p>EVERY CHILD DESERVES A CHANCE AT A GOOD EDUCATION</p> <p>PITSTOP EDUCATION PROGRAMME LAUNCHED IN 2006</p>	

<p>1,000TH PRIMARY SCHOOL EDUCATION SESSION HELD</p> <p>2008</p>			<p>FOOTBALL FOR THE VERY YOUNG</p> <p>OUR LITTLE DRIBBLERS PROGRAMME WAS ESTABLISHED IN 2010 WORKING WITH CHILDREN AS YOUNG AS TWO</p> <p>2010</p>	<p>EXTENDED OUR EDUCATION REACH</p> <p>2011</p> <p>BY BECOMING AN EFMD ACCREDITED CENTRE AND DELIVERING NATIONALLY RECOGNISED QUALIFICATIONS</p>	<p>HELPING MORE FAMILIES</p> <p>2012</p> <p>LEARN WHERE YOU ARE AWARD FOR FAMILY LEARNING</p>
	<p>2009</p> <p>CHILDREN AND YOUNG PEOPLE NOW AWARDS, LEARNING WINNER</p> <p>PITSTOP EDUCATION PROGRAMME</p>		<p>HIGH SHERIFF AWARD WINNERS FOR GREAT AND VALUABLE SERVICES TO THE COMMUNITY</p> <p>WINNERS IN 2010 AND 2011</p>		<p>HEALTHY EATING FOR ALL THE FAMILY.</p> <p>LAUNCHED PARTNERSHIP WITH JAMIE OLIVER FOOD FOUNDATION IN 2014</p>



2015

CHARITY LEADER OF THE YEAR
CEO AWARDED OBE

DOUBLE CELEBRATION FOR THE FOUNDATION

WELL DONE LESLEY SPUHLER OBE, CHIEF EXECUTIVE FOUNDATION OF LIGHT

2016

FOOTBALL SCHOLARSHIP PROGRAMME LAUNCHED

MULTIPLE TROPHY WINS AND STUDENTS PROGRESSING ONTO FURTHER EDUCATION

POSITIVELY CHANGING YOUNG LIVES

BEACON OF LIGHT SCHOOL OPENED IN 2014 AT THE STADIUM OF LIGHT



COACHES ON TOUR 2014

VISITING:

CAMBODIA	SWEDEN
CHINA	SWITZERLAND
ESTONIA	UGANDA
SOUTH AFRICA	ZAMBIA
SPAIN	

GENERATING REVENUE FOR PROGRAMMES IN THE NORTH EAST

EMPLOYABILITY AT THE TOP OF THE AGENDA FOR 2016

BACK IN THE GAME AWARD WINNER



2018

BEACON OF LIGHT OPENS

FOUNDATION OF LIGHT'S NEW HOME



2020

YOUR MOVE

REGIONAL COMMUNITY CLUB OF THE YEAR



OVER 7,000 FOOD PARCELS DELIVERED THROUGHOUT COMMUNITY DURING PANDEMIC

2021

2019

BEST FOOTBALL COMMUNITY AWARD

OUTSIDE THE PREMIER LEAGUE



“

I love been able to go out into the community meet different people and organisations.

Susan Kane,
Foundation of Light staff

”



OUR PLANS FOR THE FUTURE

1 Aim

...every contact will count with three million hours of meaningful engagement over five years.

Our work continues to focus on young people; inequality including social mobility, gender and race, and health including obesity, suicide prevention, depression and loneliness. We continue to inspire others by telling more of our life-changing stories, aiming to create:



Better life chances:

- ▶ Helping more people into work
- ▶ Increasing ambition and aspiration
- ▶ Increasing the number of people with qualifications and skills

Better lifestyles:

- ▶ Improving physical health
- ▶ Improving mental health

Better balance:

- ▶ Reducing divisions in society
- ▶ Improving social mobility
- ▶ Strengthening communities



Better Investment:

- ▶ Growing our unrestricted revenue
- ▶ Reducing our overheads to delivery costs
- ▶ Growing our environmental sustainability

Better access for all:

- ▶ Making more data-informed decisions
- ▶ Improving our user experience



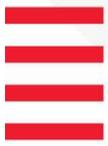
Aim

2

...to continue to create a vibrant and sustainable Beacon of Light.

Thankfully, visitors have returned to the Beacon of Light post Covid. Prior to the lockdowns, the Beacon was a ever-growing community hub and event space attracting more than 7,000 visitors a week. Parents brought their children to football only to find themselves signing up for a maths or language class. We'd created a place which has something to interest and benefit everyone.

Our ambitious aim is to exceed pre-pandemic levels of participation. This is important to us as the Beacon is our engine – it brings in much-needed unrestricted income that we plough straight back into our programmes. We are determined to grow this sort of income as it gives us more freedom to deliver more meaningful engagement in our communities.



OUR PLANS FOR THE FUTURE



Aim

3

...to be the best in our field.

The Foundation has long been one of the largest football charities in the UK and if we can achieve our aims of delivering three million contact hours, exceeding our pre-Covid levels of engagement and continuing to deliver quality work we'll be on our way to accomplishing our aim of being one of the best football foundations in our field.

To do so, we know we'll have to continue our high levels of good governance while still delivering excellent levels of employee and customer satisfaction, and raising sufficient funds to ensure our destiny remains in our own hands.



Best standards and governance:

- ▶ Be financially robust
- ▶ Meet industry standards
- ▶ Invest in our workforce

Best innovation and learning:

- ▶ Growth in ICT and digital innovation
- ▶ Continue to build strong collaborations and partnerships

Better access for all:

- ▶ Ensure people are at the heart of our decisions
- ▶ Maintain robust and consistent monitoring and evaluation

HOW WE MEASURE WHAT WE DO



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Issues /Challenges

These are the issues that concern us, they identify who we are drawn to and why it is important to us to reach them.

Programmes

The many interventions through which we respond to the issues are managed in these 5 delivery areas.

Impact Themes

The many interventions through which we respond to the issues are managed in these 5 delivery areas.





WHAT OUR STAFF SAY...



Loved being part of Foundation Matchday - it's the chance for everyone to get involved and showcase the great work we do. There's no better feeling than seeing it all come together in front of a packed out Stadium of Light.



Kate Smith,
Foundation of Light staff



Wearing the Sunderland badge every day isn't just part of the job - it's a privilege. Being part of an organisation that helps support the local community, with the club at its heart, feels like the perfect way to give back to the place that has given me so much.



Anth Parkinson
Foundation of Light staff



I've spent the last two and a bit years as a student here doing placement anyway. To be able to do this full-time is just a dream.



Jake Lumsdon,
Foundation of Light staff



Best place in the world to work
Jack Gray,
Foundation of Light staff





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THE ROLE

ROLE DESCRIPTION

Job Title	Youth Engagement Officer
Job Holder	TBC
Responsible to:	Community Cohesion Manager (& PL Inspires Coordinator)
Responsible for:	N/A
Hours:	35 hours per week
Salary Band:	£23,790 - £27,000

Main Duties:	<ol style="list-style-type: none"> 1. Delivering specific operational / delivery tasks 2. Following procedures and reporting issues 3. Building relationships
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1. Delivering specific operational / delivery tasks

Deliver assigned operational tasks to support service and programme delivery.

Key responsibilities include:

- Deliver one to one and group interventions
- Help plan a varied programme of activities
- Provide a high quality, excellent customer / participant experience
- Supporting frontline delivery or internal operations
- Assist on issue-based workshops for young people

2. Following procedures and reporting issues

Follow established procedures and escalate issues in line with reporting requirements.

Key responsibilities include:

- Stay informed on legislation, local and national issues and best practice in youth work
- Attend regular team and organisation meetings reporting key performance achievements / areas for improvement
- Ensuring maintaining professional boundaries
- Delivering specific operational tasks
- Following procedures and reporting issues
- Embed the quality framework into all recruitment and engagement activities
- Engage with stakeholders such as the Police, youth offending service and schools
- Deliver holiday, evening and weekend sessions as required by the timetable
- Taking part in outreach activities, both independently and in partnership with other services

3. Building Relationships

Build effective working relationships with colleagues, stakeholders, and service users.

Key responsibilities include:

- Mentoring, coaching and supporting individuals, encouraging young people to develop their self-awareness, independence and individuality
- Identify where targeted youth support is needed and facilitate referrals and connections
- Building and sustaining relationships with young people
- Work collaboratively with young people to assess and identify specific needs
- Supervise young people on trips and outings
- Provide access to information and advice
- Encourage a warm friendly and safe environment
- Having conversations with young people, identifying issues affecting them and how their needs can be met



Other duties:

You will be required to undertake other duties from time to time as required and deliver training.

Any potential permanent changes to your role will be discussed, and agreement reached prior to being undertaken. You will be notified of any permanent change in writing. In addition to your normal duties, you may be required to undertake additional or other duties as necessary to meet the needs of the Foundation of Light.

Staff are required to work with volunteers in a way of mutual respect and commitment to organisational goals and objectives. This includes staff who do not directly supervise volunteers but may engage with them within the organisation.

Behaviour and professional expectations:

- Maintain working practices in line with Foundation of Light Equality and Diversity, Health and Safety and Safeguarding policies; self-awareness of own responsibility in these areas
- Embed EDI and safeguarding in all aspects of work
- Assist in data collection and analysis providing accurate management information systems for data led decisions
- Ensure regulatory and legislative requirements are met at all times
- Conduct should reflect the Staff Behaviour Policy (Code of Conduct); uphold Foundation core values (as shown below) at all times
- Maintain the highest level of professionalism and confidentiality.
- Attend working groups and CPD session as required
- Build strong internal relationships and work in collaboration with colleagues to achieve the end goal
- Ensure positive organisational messages and culture are maintained
- Contribute to good housekeeping across all Foundation sites and equipment
- Follow the laid down policies and procedures at all times
- Work within the established administrative and financial systems to ensure smooth running and quality of projects

Equality, Diversity and Inclusion Statement:

The Foundation of Light (FOL) promotes Equality, Diversity and Inclusion and challenges all forms of discrimination through its internal operations and in the delivery of its services in accordance with and commitment to the 2010 Equality Act. The FOL protects the rights of individuals and advances equality of opportunity for all. It demonstrates the FOL's commitment to continuous improvement in EDI to create meaningful and sustainable change.

Safeguarding Statement

We expect all staff, volunteers and partners to share our commitment to maintaining a culture of vigilance, and believe that all staff, volunteers and partners have a responsibility to report any concerns about the welfare of any child, young person or adult at risk.

Foundation of Light Values:

Innovative, Passionate, Excellence, Collaborative, Integrity, Agile.



PERSONAL SPECIFICATION

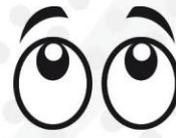
Requirement	Essential (E) or Desirable (D)	How Assessed (CV, Interview, Observation)
Skills and Abilities:		
Coaching	D	CV
Mentoring young people	E	CV
Informal tutoring	E	CV
Delivery of assemblies to wide audience; strong presentation skills	D	CV
Networking with customers and contacting schools	E	CV
Communication, written and oral	E	CV
Planning and control	E	I
Teamwork	E	CV
Work on own initiative	E	CV
Interpersonal	E	I
Conflict handling and resolution	E	I
Creativity and imagination relevant to the workplace	D	I
ICT and administration	E	CV
Ability to work under pressure and to tight deadlines	E	I
Group work facilitation	E	I
Multi-tasking	E	I
Excellent presentation and communication skills with the ability to influence, persuade and listen to others effectively	D	I
Personal Attributes:		
Self-motivated, able to use own initiative, confident and persistent	E	I
Commitment to the Foundation of Light's objectives and values	E	I
Positive and enthusiastic	E	I
Punctual and reliable	E	I
High aspirations and highest possible standards for young people	E	I
Non-judgemental, open-minded attitude	E	I
Flexibility in working, and positive approach to change	E	I
Current driving licence	D	I
Knowledge and Understanding:		
Supportive of young people's participation	E	I
An interest in young people	E	CV
Flexible, responsive and sensitive to needs	E	I
Patience	E	I
Responsible, reliable and trustworthy	E	I
A sense of fun	E	I
Commitment	E	I
Flexibility	E	I
Honesty and trustworthiness	E	I
Motivation and enthusiasm	E	I



Persistence in the workplace	E	I
Knowledge and understanding of working with young people	E	I
An understanding of the issues faced by young people	E	I
Experience:		
Minimum of two years working with young people	D	CV
Monitoring and evaluation mechanisms	D	CV
Experience of a multi-disciplined team in a youth work environment	D	CV
Ability to communicate with people at various levels	D	CV/I
Qualifications (or equivalent):		
Level 2 Youth Work qualification	E	CV
Level 2 IA	D	CV
Sports Coaching	D	CV
First Aid	D	CV
Driving Licence	D	CV
Safeguarding	E	CV



OUR EMPLOYEE BENEFITS



YEARLY EYE TESTS



	26
<i>Holiday</i>	

HOLIDAY PURCHASE SCHEME



CHRISTMAS SHOPPING DAY



STAFF PENSION

ACCESS TO HEALTH ASSURED HEALTH CARE SERVICE



CYCLE2WORK /TEXT SCHEME

10% DISCOUNT



EMPLOYEE SHOPPING DISCOUNT PORTAL



FLEXIBLE WORKING



ACCESS TO HR/ CONSULTANTS OCLUS MENTAL HEALTH WELLBEING



BETTER HEALTH AT WORK SCHEME



X2 SAFC TICKETS



20% SHOP DISCOUNT



STAR PLAYER

Out of Office STAFF AWAY DAYS



ACCESS TO CHAPLAIN

DEATH IN SERVICE POLICY



STAFF SAFC KIT



CHRISTMAS PARTY



FUNDED TRAINING

PRIORITY ACCESS TO SAFC TICKETS AND EVENTS

NEXT STEPS



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Interested applicants should request an application pack or send a CV to -

 gemma.snaith@foundationoflight.co.uk

or download packs from

 foundationoflight.co.uk

Candidates who have not heard within six weeks of application should assume they have been unsuccessful.

Appointments are subject to an enhanced DBS Check.

Foundation of Light is an Equal Opportunities Employer.





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Foundation of Light | Beacon of Light | Stadium Park | Sunderland
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