



**FOUNDATION
OF LIGHT**

THE WORLD AT YOUR FEET

Foundation of Light Recruitment Pack

» Role Youth Engagement Officer
Location: Sunderland
Salary: £23,790 - £27,000
Contract: Full Time

Welcome from Foundation of Light



Thank you for your interest in joining the Foundation of Light. Set up in 2001 by Sir Bob Murray, the Foundation is the official registered charity of Sunderland Football Club. We are entering an exciting and pivotal period for our organisation and our region.

Through our 2025–2030 strategy, we are scaling our impact to help more people build skills, improve wellbeing and feel connected to their communities.

While the North East is experiencing significant investment and opportunity, many people still face barriers including poverty, poor health, loneliness and limited access to education or employment.

Our mission is to ensure everyone has the chance to succeed.

Every role at Foundation of Light contributes to creating lasting change. If you want your work to truly matter, the Foundation of Light is for you.

About us



Foundation of Light uses the power of football and sport to inspire, educate and support communities across Sunderland, South Tyneside and County Durham. We work with partners across education, health, local government and industry to deliver programmes that improve:

- Skills and employability
- Physical and mental wellbeing
- Community cohesion
- Confidence and aspiration

Our Beacon of Light facility acts as a central hub for learning, innovation and connection, a safe and inclusive space where people access life-changing opportunities.

Our vision

Better opportunities
Better lives

Our purpose

We use football and the power of SAFC to support and invest in our communities, helping improve the skills, confidence, health and happiness of people, no matter who they are.

Our Values

Excellence

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

Passionate

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

Integrity

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

Agile

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

Innovative

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

Collaborative

We work together, encourage diversity, and build strong relationships.

Why this role exists



Our strategy focuses on helping people:

Be Skilled

Supporting progression into education, employment and future careers through mentoring, qualifications, and digital inclusion. We will increase attendance in schools and college. Reduce those not in education, employment or training and help more people into work.

Be Connected

Creating belonging, reducing loneliness, and building inclusive communities. We will reduce loneliness, improve health, happiness and life satisfaction and foster friendships and relationships.

Be Well, Play Well

Harnessing sport and physical activity to be well and play well. We will increase participation, improve physical activity and strengthen mental wellbeing. Every member of staff contributes to one or more of these outcomes.

Our Ambition (2025–2030)

We are committed to:

Being Bold

Continuously improving through growth, innovation, learning and ambition.



Being Collaborative

Strengthening impact through creative collaboration with our club and other key partners.



Being There

A constant, trusted and inclusive presence across our communities in-person and virtually.



We are recruiting people who want to help deliver this ambition.

Why work with us



Working at Foundation of Light means:

- Making a real difference every day
- Working with passionate, purpose-driven colleagues
- Being part of a trusted community organisation
- Opportunities to innovate and grow professionally
- Helping shape the future of the region

Our people reflect the communities we serve and building trusted relationships is at the heart of everything we do

The Role

ROLE DESCRIPTION

Job Title	Youth Engagement Officer
Job Holder	TBC
Responsible to:	Premier League Kicks Coordinator/Youth Engagement Lead/Premier League Inspires Coordinator
Responsible for:	N/A
Hours:	35 hours per week
Salary Band:	£23,790 - £27,000

Main Duties:	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

Delivers assigned operational tasks to support service and programme delivery.

Key responsibilities include:

- Deliver intentional one-to-one mentoring sessions and targeted group interventions based on attendance, risky behaviours and physical/mental health barriers, across multiple programmes.
- Liaise with the Community Cohesion Manager and project coordinators to develop engaging and unique programmes to be delivered in school and the community.
- Support targeted programmes addressing careers and academic performance with pre-NEET young people, social isolation, inequality and community division.
- Coordinate logistics including venues, risk assessments, materials, and session delivery.
- Ensure all sessions are inclusive, engaging, and meet the needs of participants.
- Lead on diverse educational programmes, supporting learners with progression.
- Deliver, as required, holiday activities, evening and weekend sessions linked to health and wellbeing, education and skills
- Guide participants through challenging periods and help guide them in changing attitudes and behaviour
- Challenge participants in a positive manner to help improve their personal and social skills
- Plan, deliver, and evaluate other high-quality activities and events that celebrate diversity and bring people together.

2. Following procedures and reporting issues

Follows established procedures and escalates 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
- Maintain professional boundaries
- Deliver specific operational tasks
- Follow 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
- Take part in outreach activities, both independently and in partnership with other services

3. Building Relationships

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

Key responsibilities include:

- Mentor, coach and support individuals, encourage young people to develop their self-awareness, independence and individuality
- Identify where targeted youth support is needed and facilitate referrals and connections
- Build and sustain 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
- Have conversations with young people, identifying issues affecting them and how their needs can be met
- Work in collaboration with schools, community groups and local authority to identify target areas and potential learners for appropriate Youth Work initiatives.

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.

Skills and Experience

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 Culture

We are Powered by People, Driven by Purpose

We encourage curiosity, innovation and collaboration. Staff are trusted to bring ideas, shape programmes and continuously improve how we serve communities.

We believe in:

- Psychological safety
- Continuous learning
- Inclusive leadership
- Community-first thinking

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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

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Equality, Diversity and Inclusion



Equality, diversity and inclusion are embedded across our strategy and delivery. We actively encourage applications from people of all backgrounds, particularly those under-represented within our sector.

Safeguarding Commitment

Foundation of Light is committed to safeguarding children, young people and vulnerable adults. All roles are subject to appropriate safeguarding checks including DBS clearance where required.



Staff Benefits



- Yearly eye tests
- Holiday purchase scheme
- Staff Pension
- Cycle to Work Scheme
- Flexible Working
- Better Health at Work
- Star Player
- Death in Service Policy
- Staff SAFC kit
- Christmas Shopping Day
- Access to Health Assured Health Care Service
- 10% Discount at Siblings Nursery
- Employee Shopping Discount Portal
- Access to HR Consultants Oculus Mental Health Wellbeing
- x2 SAFC Tickets and 20% shop discount
- Staff away days
- Access to Chaplain
- Funded Training
- Christmas Party
- Priority Access to SAFC tickets and events

How to apply



Please submit:

- CV
- Supporting statement outlining how you meet the role criteria and our values

Finally

Everyone has a part to play in helping our communities thrive.

Join us, and help turn potential into reality.

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Best place in the world to work.

Jack Gray
Foundation of Light staff

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     **FoundationofLight**