



Job Advert

FYLDE RUGBY COMMUNITY FOUNDATION OPERATIONS MANAGER with ENGAGE COMMUNITY LTD

Location – Fylde coast (FY8)

£30k - £35k

Are you passionate about providing opportunities for all in the community through rugby union and sport?

Do you thrive on raising standards whilst supporting and developing teachers and sports coaches through positive relationships?

Would you enjoy working in a positive environment of a charity through Engage Community? Engage Community would like to hear from you!

The Role

This role involves overseeing the overall leadership, management of engagement and delivery in coaching across the Fylde Coast, including the continuous development of our coaching and management team.

This role reports into the Foundation Director Designate who will provide a clear strategic framework that enables the delivery of our operational and financial budgets, whilst ensuring a positive relationship with the organisation's business and key stakeholder partners.

Our programmes will provide increased opportunities for all within the community to have access to rugby union and sport. You will continue to develop relationships with key partners and ensure high quality of delivery remains present at all times.

Activity:

- Manage the growth and success of the team
 - Including manage IDPs for RDMs & CRCs
 - Including organising upskilling for RDMs to manage projects for reviewing and reporting
 - Including relevant coaching and managerial courses
- Co-ordinate activities that affect operational decisions and charity requirements
 - Bid management of projects in delivery and reporting
 - Co-ordination of camps both paid and funded
 - Manage school diaries and support for all programmes of engagement
 - Manage delivery programmes for sponsors

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- Responsible for the production, procurement, and planning of daily operations
- Communicates with all relevant employees to ensure delivery of programmes is met
- Supports delivery when required
- Manages observations of coaches to ensure high-quality practice is present
- Manages Rugby Development Managers to oversee all projects are on task
- Maintains access for all the team for equipment and appropriate resources which includes purchasing when required
- Confirms the Health & Safety of the team is followed
- Provides IDP's for all staff to allow progression & growth within.

About us

Fylde Rugby Community Foundation (FRCF) work in conjunction with Engage Community Ltd who provide governance and framework to support the achievement of the charity's aims and objectives. We are committed to providing an opportunity for all to be able to play and experience rugby union through schools and club opportunities. FRCF have a fabulous reputation for supporting all in the community through our designated programmes of support. FRCF works with over 9,000 beneficiaries and more than 90 schools every year. The coaching and management team continually drive quality within engaging sessions and community programmes to create 'RugbyForAll' promoting inclusive rugby experiences that positively impact the local community.

Qualifications required:

- Experience in managing teams
- Highly organised with experience of Planning and Delivery of coaching programme
- Understanding of the school environment especially the needs of communities
- Ability to manage time and workload effectively
- Excellent communication skills – both written and verbal
- Experience in negotiating and working directly with key partners
- Ability to work in a close team environment
- Strong attention to detail
- Ability to engage and motivate others
- Drive to achieve positive outcomes
- Minimum RFU level 2 coaching award or QTS or NGB level 2 qualification

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Working package:

- Basic salary between £30K - £35K car allowance inc
- 21 Days holiday
- Company pension
- Laptop or Tablet
- Mobile Phone
- Free services for dependants, such as attendance at our holiday clubs
- Extra days holiday to attend dependant's sports day, birthday or moving house
- Mental Health training and support
- Free CPD opportunities

Excellent career progression prospects

Closing date and requirements for applications:

- a) Closing date for applications is Friday 19th July 2024
- b) Please send a covering letter and CV to matt.price@engagecommunity.co.uk

Engage Community is committed to having a workforce that promotes inclusivity and celebrates diversity and we are an equal opportunities employer.

Engage Community is committed to safeguarding and promoting the wellbeing of children and adults. This post is subject to an enhanced Disclosure and Barring Service check.

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