



Role Title:	Delivery Officer (Integrated)	Department/Team:	Social Inclusion & Community
Reports to (Managers Title):	Social Inclusion Lead (Kicks Lead)		
Location:	Tigers Trust Arena		
Last update (date):	March 2021	Role Position No. (HR to complete)	
The Purpose of the role:			
<p>Working with the Social Inclusion ‘lead’ you will enable people to access and enjoy sporting and education activities and opportunities either specific to their needs or as part of the Kicks Programme offer. The post holder will support the delivery of various sessions and activities both in a school and community setting.</p>			
The role fits in the organisation here:			
<pre> graph TD A[Head of Programmes] --- B[Social Inclusion (Kicks) Lead] B --- C[Integrated Delivery Officer] </pre>			
Key facts & figures of the role: Key accountabilities			
<ul style="list-style-type: none"> • Support the development and delivery of the Trust’s Integrated Programme Delivery • Deliver a high quality services ensuring activities meet the needs of the participants and partner organisations • Liaise with colleagues to ensure all Trust activities are inclusive • Maintain positive and meaningful relationships with participants and their families and carers, and other stakeholders such as schools, youth clubs, hospices, residential homes etc • Use the Trust online monitoring and evaluation system to collate information and evidence to demonstrate the number of participants involved and the impact made, including collecting participant details, case studies, photographs and videos • Risk assess all activities and manage accidents or incidents according to policy • Ensure equality and eliminate any direct or indirect discriminatory practices and behaviour • Ensure compliance with relevant policies and procedures – Data Protection, Health & Safety, Safeguarding etc. • Regularly work unsociable hours • Undertake additional duties as required. 			
Key Relationships of the role:	Social Inclusion Lead (Kicks Lead)		
Direct Reports:	Potential apprentices		
What is needed to be successful in this role (Person Specification).			
Core Competencies:			
<ul style="list-style-type: none"> • Build Realistic Plans and Coordinate Execution – Clearly communicates to others then drives for results; tracks/measures impact and refines outcomes where required. • Establish Trust – Honours commitments/promises made to internal and external stakeholders. • Use Financial Data and Make Sound Decisions – Evaluates risks effectively then executes actions in a timely manner. 			



- **Meets Stakeholder Needs** – Continually searches for ways to improve service; seeks and acts upon feedback; develops knowledge of the area of work.
- **Think Creatively** – Approaches problems with a curiosity and open-mindedness; creatively integrates different ideas and perspectives; stimulates creative thinking in others; generates innovative ideas and solutions to problems; challenges the status quo.
- **Impact & Influence** – Projects a positive attitude through transmitting personal confidence and authority; able to communicate and influence effectively in different settings, across different functions, hierarchies, informal and formal, in both written and face to face meetings; confident presenter.

Personal Qualities:

- An empathy for the 'social inclusion' agenda and working people and communities in a diverse range of environments
- Excellent interpersonal skills and proven ability to work within a team
- Self-motivated and an ability to work on own initiative
- Excellent time management and an ability to prioritise key tasks
- Excellent attention to detail with regards to planning and preparation, and a desire to constantly develop professionally

Qualifications:

Essential: Full UK Driving License (including access to own transport), Level 2 Youth Work

Desirable: Safeguarding Children and Vulnerable Adults certificate, Emergency First Aid certificate, Qualifications and experience in coaching/leading various sports, fitness, dance, outdoor and adventurous activities
Mental Health First Aid qualification

Experience:

Essential:

- Experience of working inclusively with people with across a wide range of environments
- Experience of working in a youth work setting

Desirable:

- Knowledge of health and safety requirements and experience of risk assessing activity
- Previous experience of monitoring and evaluation

Tigers Trust Purpose:

The Tigers Sport and Education Trust is a charity which aims to make a difference to people's lives by involving them in sport as it is proven that sport can tackle a wide range of issues such as health, unemployment and crime. Through their work, the Tigers Trust promote the values linked with sporting success and upskill participants through practical activity.

Core Values:

- To listen – We will listen to all communities.
- To value – We will value, respect and respond to all (contributions).
- To challenge – We are ready to challenge and be challenged.
- To innovate – We will strive for excellence.

Tigers Trust Vision:



- We will aspire to transform the health of our community.
- We will strive to commission high quality, safe and acceptable services.
- We will conduct ourselves with dignity and show respect and tolerance to all members of our community.
- We will be transparent and democratic in our decision making.
- We will promote effective communication at all levels.
- We will engage with, and attempt to inspire, all stakeholders.
- We will be innovative in our approach and radical should situation demand.
- We will promote health education amongst professionals and the general public.
- We will endeavour to reduce health inequalities in Hull.
- We will be accountable for all decisions made and be open to scrutiny to demonstrate sound corporate governance

Manager Sign Off:		Date:	
Employee Sign Off:		Date:	

Safeguarding Statement

Tigers Trust is committed to safeguarding the welfare of children and adults at risk and require all employees to share this commitment and promote the welfare of these groups.

Applicants will be asked about any previous convictions, cautions, reprimands, including those that are considered 'spent' as defined by the Rehabilitation Offenders Act 1974 (Exceptions) Order 1975 (Amended 2013). Appointment to this role is subject to a satisfactory Enhanced DBS Check (with children's barred list check) and references.

Equality Statement

Tigers Trust is committed to creating an inclusive and diverse environment and is proud to be an equal opportunity employer. Qualified applicants will receive consideration for employment without regard to race, ethnicity, religion or belief(s), gender, gender identity or expression, sexual orientation, marital status, disability, age or with regards to pregnancy or maternity.

You may be expected to conduct yourself in other ways and undertake different duties which are reasonable in the opinion of company. Your job profile is not limited and may be reasonably modified as necessary to meet the needs of the business.