



YOUTH MENTOR PROJECT OFFICER JOB DESCRIPTION

We're looking for a **Youth Mentor Project Officer** to join the Saracens Foundation Inclusion team. This is a role which we hope will match the Charity's aims for growth in the coming months as we aim to achieve the key milestones set out in our vision and strategy.

Since its inception in 2000, the **Saracens Foundation** has worked in the surrounding areas of Hertfordshire and North London delivering more than 30 projects in these local communities where sport is used as a tool for empowering social change in behaviour to lead active, healthy, and rewarding lives.

The role will report directly to the Development Manager within the Inclusion team.

Saracens is an inclusive, people first organisation. A core part of achieving our mission is that our workforce is diverse and reflective of the community that we serve. There will be no discrimination in our recruitment and selection processes, nor when considering pay and benefits. We encourage people from all backgrounds to apply for the position and join us on our mission to enrich lives through sport and entertainment. (You can read more about [diversity and inclusion here](#)).

Project Breakdown aims to nurture positive change in participants, improving behaviour, facilitating personal development, and decreasing risk factors in young people whose lives have often been shaped by crime, family dysfunction or learning disabilities. The project will offer a package of mentoring in one-to-one and group settings. The Project Officer will be working in partnership with The Pavilion Study Centre to shape holistic mentoring programmes for participants.

If you are excited by the idea of working with our Foundation team, we'd love to hear from you.

DETAILS

- **JOB TITLE:** Youth Mentor Project Officer
- **LOCATION:** StoneX Stadium, Greenlands Lane, Hendon, London, NW4 1RL
- **CONTRACT TYPE:** Permanent
- **REPORTING TO:** Development Manager
- **SALARY:** £25,000-£28,000 (subject to experience) per annum
- **KEY STAKEHOLDERS:** All internal departments and external stakeholders

The role will include leading and developing supportive relationships with young pupils by engaging them in long term mentoring and creating a powerful curriculum of workshops and discussions. As part of the workshop creation, particular focus should be paid to topics such as resilience, personal responsibility, problem solving skill and anger management. The successful candidate will have both knowledge and experience in developing and delivering workshops or life-skills classes with young people, they will also be able to look for collaboration opportunities between mentoring sessions and project partners. Ideally, the candidate will lead weekly group sessions which will support the 1:1 mentoring activities and provide an opportunity to discuss personal challenges and topical issues.

Key roles and responsibilities to include but not limited to:

1. Develop and deliver sessions with children and young people which supports them to address violent or negative behaviour at home, in school or in the community
2. Lead 1:1 mentoring sessions with young people
3. Develop a curriculum of impactful workshops and coordinate their delivery
4. Keep accurate files and records to produce impactful evidence
5. Build strong, productive relationships with participants and partners

The successful candidate will have the following:

Skills

- An ability to motivate, inspire and mentor people towards achieving their goals
- Be comfortable delivering 1:1 and group sessions, face-to-face
- An ability to build relationships and work collaboratively with a range of partners
- Ability to monitor, evaluate and assess project performance
- Ability to work independently and collaboratively as a member of a team
- Good judgement and knowing when to seek advice or support

Experience – (Desirable)

- Lived experience of the challenges being faced by young people at risk of committing crime
- Experience of working with children and young people who have shown negative or offending behaviours
- Knowledge and experience of safeguarding requirements when working with young people and vulnerable adults
- Youth Mentoring or similar working background
- Mentoring, Youth Counselling qualification

Personal Characteristics

- An engaging and non-judgemental approach to working with young people
- You are resilient and adaptable to an exciting, evolving workplace
- You thrive in and promote a culture of **hard work, discipline, honesty, and humility** to deliver results
- You manage projects, activities, and resources effectively, assuming personal ownership and accountability for results
- Be organised and efficient in your approach to your work and tasks
- Be flexible in your approach to managing your workload but also possess the ability to work under pressure and meet deadlines

BENEFITS

Compensation

- The Foundation conduct an annual pay review. However, proactive pay increases will be implemented to reflect growing responsibilities

Working from home

- We all work from the office on Monday and Thursdays. This keeps team collaboration and engagement high.
- If you are normally office-based, you can still work from home occasionally - **as long as you have a good internet connection and a private, quiet space which allows you to do your best work**

Holiday

- 25 days' holiday a year, plus bank holidays - please use them all!

Health & Wellbeing

- Paid sick leave for both physical & mental health

Sports & Entertainment

- After work events including PT, football and tag rugby
- Ballot tickets for Saracens Home Games
- Ballot tickets for International Rugby Games
- Opportunities for discounted tickets to Saracens games and events for you and your family

Family

- Enhanced paid maternity, paternity, adoption, or shared parental leave, if you've been with us for at least 26 weeks
- Life assurance with Zurich

Commuting

- We're a member of the cycle-to-work scheme



Applications should be made by submitting a CV and covering letter incorporating suitability to the role. Applications should be sent to Sangita Asani, HR Manager at recruitment@saracens.net.

Closing date for applications is Friday 19th April 2024 at 5.00pm

We anticipate first stage interviews to take place on week commencing 22nd April 2024.

Saracens Group positively welcomes and seeks to ensure we achieve diversity in our workforce and that all job applicants and employees receive equal and fair treatment. We encourage applications from all candidates regardless of age, race, gender, gender identity, gender expression, religion, sexual orientation, disability, or nationality.

Disclaimer: due to the high volume of applications we receive, we reserve the right to close a vacancy earlier than the advertised date. This is to ensure our teams can manage application levels while maintaining a positive candidate experience. Once a vacancy has closed, we are unable to consider further applications, so please submit your application as soon as possible to avoid disappointment.