

## Job Description



**Job Title:** Senior Social Inclusion Officer

**Reports to:** Social Inclusion Manager

**Hours:** 37.5 per week

**DBS Status:** Enhanced disclosure

**Salary:** on application/enquiry dependant on experience

**Purpose of Role:**

- To enhance and develop high quality education & enrichment sessions for young people.
- To support the social inclusion manager in leading and motivating staff and volunteers on our social inclusion programmes.
- To support young people on our Hitz and Futures programmes through delivering employability and life skills enabling positive progression.
- To help promote and recruit onto the programme including links to schools, clubs and youth providers
- To support young people progressing to positive destinations post course to either, employment or next level training or education.
- To engage with and support The Cast inclusive volunteering programme

**Key Responsibilities:**

- Deliver our HITZ Learning Academy programme at colleges across the North East. Lead high quality practical and theory sessions to ensure students have the best possible experience.
- Deputise/manage social inclusion hubs/programmes for the Social Inclusion manager when required.
- Deliver our Futures programme across a number of secondary schools in the North East. Sessions involve both practical and theory sessions to ensure students have the best possible experience.
- Ensure all planning, monitoring, evaluation, impact & safeguarding tasks are completed promptly.
- Identify potential HITZ Learning Academy students through work with community clubs and Futures sessions in schools and youth settings.
- Promote Newcastle Rugby Foundation within the community.
- Develop partnerships with key organisations and stakeholders to promote and develop the HITZ and Futures programmes.
- Assist the Social Inclusion Manager to develop new initiatives.
- Assist the Social Inclusion Manager in preparing and submitting impact reports applications.
- Support the delivery of NRF holiday activity camps
- Support The Cast volunteers at Newcastle Falcons home games in particular the Hitz students.
- Deliver CPD for The Cast volunteer programme.
- Identify and recruit volunteers for The Cast volunteer programme
- In addition to the duties which this job normally entails the employee may from time to time be required to undertake reasonable additional or other duties for the benefit of the Newcastle Rugby Foundation.

**KPI's:**

- Support HITZ learners progression into employment, education or further training post course.
- Develop Falcons HITZ sites across the region
- Engage local secondary schools through our Futures programme
- Number of participants engaging and completing programmes against targets
- Engage local community centres and businesses to recruit Cast volunteers
- Feedback on quality of experience from stakeholders and participants.

**Essential:**

- NVQ Level 3 Youth Work or other relevant qualification
- 2 years experience working in a youth work/social inclusion setting
- Enthusiasm and passion for developing and supporting young people
- Ability to demonstrate positive leadership skills to inspire staff and volunteers
- Knowledge of local and regional youth and community initiatives
- Experience of delivering enrichment sessions and physical activity to participants with a wide variety of backgrounds, ages and ability levels
- A good understanding of current issues affecting local young people
- Excellent communication skills & organisation skills with an ability to manage your own workload
- Ability to work as part of a team creating and maintaining strong working links and relationships with both internal and external partners
- Ability to make decisions and use own initiative
- Ability to work to a flexible schedule including occasional evenings and weekends
- An understanding of and commitment to equality, diversity, inclusion and safeguarding
- Current UK Driving License & access to a car
- Share the Foundation's Rugby+ values

**POSITIVE ENERGY**

**LET'S MAKE CONNECTIONS**

**UP FOR A CHALLENGE**

**SUPPORTIVE AND CARING**

**Desirable:**

- Experience of teaching or another relevant field
- England Rugby Coaching Award/RFU/RFL Level 2 or equivalent
- Experience of delivering/coaching practical activities
- Previous experience in a social inclusion role
- Links to local community projects and charities

**Additional details:**

- This post is subject to an Enhanced DBS check.
- The post is full time and evening/weekend work will be required.
- Based in Kingston Park Stadium but we expect the majority of your role will be community based with mileage paid for travel during work.

**Application Process**

Please email your CV & covering letter or short VT highlighting your experience relating to the essential criteria to [Darren.greco@newcastle-falcons.co.uk](mailto:Darren.greco@newcastle-falcons.co.uk) by 9pm on Thursday 10<sup>th</sup> July, 2025.

Interviews to be held week commencing 21<sup>st</sup> July 2025.

We are happy to take questions/enquiries prior to the application deadline.