

# COMMUNITY ENGAGEMENT MANAGER

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**POSITION:** Community Engagement Manager

**LOCATION:** Abingdon – OX14 1SG – travel across Berkshire & Buckinghamshire

**SALARY:** £30,000 – £36,000 (depending on experience and qualifications)

**HOURS:** Full-Time – 35 hours per working week.

## THE OPPORTUNITY

Berks & Bucks FA prides itself on being an organisation run by good people and believes that EVERYONE should have access to Football regardless of background and/or ability. As such, we're looking for a COMMUNITY ENGAGEMENT MANAGER to inspire and develop participation in communities who face barriers to participation and to showcase the value sport can have to tackle societal concerns across Berkshire & Buckinghamshire. The post requires creativity, determination, and dedication; our ideal candidate will have a broad understanding of community organisations, working with charities and community groups, an outstanding knowledge and appreciation for under-represented communities in sport and the ability to influence at the highest level.

## MAIN RESPONSIBILITIES

- To plan and manage activities and interventions encouraging participation from diverse communities
- To work with key partners to use sport to tackle inequalities & societal concerns
- To work with the CEO to embed inclusion into the everyday operations and culture
- To develop and implement a Community Engagement strategy for the organisation.
- To showcase the power football can have in developing people and communities.

## WHO WE'RE LOOKING FOR...

- A genuine, reliable person who works relentlessly to overcome obstacles.
- A forward thinking, curious individual willing to take informed risks.
- Strong inter-personal skills to influence collaboration and outcomes
- Outstanding commitment and knowledge to inclusion, equality and diversity
- Strong project management skills
- Knowledge and experience of working with community organisations/charities



## **YOU'LL REALLY IMPRESS US IF...**

- You have a track record of working strategically across different organisations
- You have experience of writing and influencing successful funding bids
- Experience of working with and in diverse communities

## **WHAT YOU'LL GET**

- The organisation's commitment to your training and development
- Access to the Employee Assistance Programme
- A forward-thinking employer with people at the heart of decisions
- 25 annual leave + bank holidays
- Hybrid working & family friendly policies

## **APPLICATION PROCESS**

If you are interested in the role, please contact Liz Verrall, Chief Executive Officer on 07471 504587 or email [Liz.Verrall@Berks-BucksFA.com](mailto:Liz.Verrall@Berks-BucksFA.com), to arrange a date/time for an informal confidential conversation and/or an application pack.

## **CLOSING DATE – FRIDAY 21<sup>ST</sup> OCTOBER**

Interviews – Interviews will be arranged for week commencing 7th November

## **OTHER INFORMATION**

- Berks & Bucks FA are an equal opportunities employer and welcome applicants from all communities.
- Due to the nature of the role, the Successful candidate will need to undertake a FA enhanced DBS check before commencement of employment.