

Vacancy Details		
Vacancy title	Level 3 Community Sport & Health Officer Apprenticeship	
Employer Name	Wycombe Wanderers Sports & Education Trust	
Employer Address & Postcode	WWSET, Adams Park, Hillbottom Road, High Wycombe Bucks, HP12 4HJ	
Contact Name	Title	Miss
	First Name	Sam
	Surname	Parker
	Position	Community Health Manager
	Telephone	01494 455736
	Mobile no. (Optional)	
	Email Address	Sam.parker@wwfc.com
	Fax no. (Optional)	
	Contact by email/mail/phone?	Email/Mail/Phone
Full Vacancy Description	<p>The Community Sport and Health Officer will primarily be responsible for leading/supporting the delivery of WWSET's various health related programmes, plus supporting the delivery of WWSET's sports participation activities:</p> <p><i>Specific duties include:</i></p> <ul style="list-style-type: none"> • Preparing and delivering physical activity and health & well-being sessions within the local community • Working collaboratively with WWSET's community stakeholders such as participants, volunteers, other local charities, local businesses, local NHS groups and external activity providers to achieve positive community health related outcomes. • Working effectively with customer insight to overcome individual, community and societal barriers to participation in physical activity and health & well-being projects • Contributing to teams that deliver community events and festivals • Contributing to securing funds to deliver physical activity and health & well-being activities. • Effectively using social media, technology and direct 	

	<p>marketing, appropriately, to deliver targeted messages to identified customer groups</p> <ul style="list-style-type: none"> Effectively monitoring and evaluating activities, sessions and projects using technology platforms to maintain accurate records and produce timely reports
Brief Overview of Vacancy Role (350 characters)	The Community Sport & Health Officer will play a major role in maximising WWSET's health related offerings and by supporting the Community Health Manager with the development and delivery of numerous existing and new activities and partnerships.
Number of Positions Available	One
Weekly Wage	Minimum £117 per week
Working Week (Days and Hours)	Minimum 30 hours per week (predominately Mon – Fri but some evening & weekend work will be required).
Future Prospects	To gain full-time employment within WWSET
Contact Name	Sam Parker

Employer Details	
Employers Name	Wycombe Wanderers Sports & Education Trust
Employers Anonymous name (if selected)	None
Employer description	<p>Wycombe Wanderers Sports & Education Trust ("WWSET") is the charitable arm of Wycombe Wanderers Football Club ("WWFC") and exists in order to assist the club achieve its passionate commitment to being of benefit to the local community.</p> <p>The role of WWSET involves harnessing the appeal of the WWFC brand to engage with as many people as possible, regardless of personal characteristics or demographics, and provide them with positive experiences via the delivery of an exciting and appealing range of projects and initiatives.</p> <p>The charities efforts, all of which aim to help local people achieve personal progressions and outcomes, focus on</p>

	<p>delivering activity in 4 key areas, namely;</p> <ul style="list-style-type: none"> • HEALTH • EDUCATION • SPORTS PARTICIPATION • SOCIAL INCLUSION <p>Furthermore, whilst engaging the community with our diverse array of projects, we also hope to provide positive exposure of the WWFC badge across the county of Buckinghamshire at all times in order to increase the interest in, and reputation of, the Chairboys.</p>
Employer website and logo	www.wwset.co.uk
Disability Confident- <i>Is the employer signed up to the Disability Confident scheme?</i>	Yes

Vacancy Location	
Vacancy Location & Postcode	WWSET, Adams Park, Hillbottom Road, High Wycombe, HP12 4HJ

About the Candidate	
Desired Skills	<ul style="list-style-type: none"> • The ability to motivate participants • Effective communication + Teamwork skills • Ability to create a learning and progressive environment for participants • Use time efficiently and effectively • Observe and analyse • Plan and evaluate sessions • Use of Word and Excel
Desired Qualifications	<ul style="list-style-type: none"> • A Level 1 NGB Sports Coaching Qualification in any sport • Sports Leaders Qualification

	<ul style="list-style-type: none"> • First Aid Qualification
Desired Personal Qualities	<ul style="list-style-type: none"> • Approachable • Trustworthy • Adaptable • Organised • Reliable • Empathetic

Additional Detail	
Important Other Information	<p><i>The current National Minimum Wage (NMW) rate for apprentices is £3.90 per hour as of April 2019. This applies to 16-18 year old apprentices and those aged over 19 in the first year of their Apprenticeship. For all other apprentices the National Minimum wage appropriate to their age applies. The Minimum Wage for Apprentices applies to time spent on the job plus time spent training.</i></p>
Training To Be provided	<ul style="list-style-type: none"> • Mental Health First Aid • Bespoke training programme that meets the standard criteria and is suitable to the employer and the requirements for the role • OCR Functional Skills Level 2 in English and Maths (if necessary)
Things to Consider/Reality Check (Optional)	<p>The role will contain a significant amount of administrative work, as well as practical delivery, and will be largely office based.</p> <p>Working mainly with people living with Mental Health conditions.</p> <p>The role will be challenging but at the same time exciting and a huge learning opportunity.</p>

Supplementary Application Form Questions	
Two Vacancy Specific Questions:	<p>What qualities will you bring to WWSET that will enhance the charity?</p> <p>Have you ever had experience of working with people with Mental Health conditions?</p>

	Do you have a full driving licence? Do you have access to a vehicle?
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Key Details	
Closing Date	Friday 21st June 2019
Interview Start Date	Wednesday 10th July 2019
Possible Start Date	Thursday 1st August 2019

PLEASE APPLY VIA THE FOLLOWING LINK:

<https://www.findapprenticeship.service.gov.uk/apprenticeship/-422936>