



**FOUNDATION
OF LIGHT**

THE WORLD AT YOUR FEET

RECRUITMENT PACK



WELCOME



WE MAKE LIFE BETTER FOR PEOPLE IN THE NORTH EAST

We are the official charity of Sunderland AFC, established in 2001 by former club Chairman Sir Bob Murray CBE with a simple mission:

We are delighted that you are expressing an interest in joining our pioneering charity at such an exciting time. We are proud of our history and culture, our innovative and proactive solutions to community problems, and our people.

We are looking to add diversity and new skills to our passionate and enthusiastic team.



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OUR VISION

Better opportunities, better lives.

OUR MISSION

We are here to use the power of football to invest in the communities we serve and to improve the Education, Health, Wellbeing and happiness of people, no matter who they are.

ABOUT US

Set up in 2001, the Foundation of Light is the registered charity of Sunderland Football Club; we use the power of football to engage individuals and communities, increasing life opportunities.

Situated in the Northeast of England, we are based at the award-winning community hub, the Beacon of Light, but also have outreach centres in Sunderland, South Tyneside and County Durham.

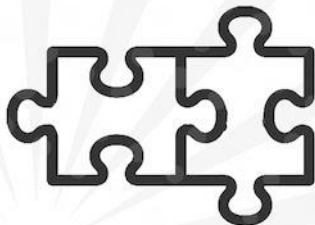
We use our position as an unparalleled route into traditionally 'hard to reach' communities – involving, educating and inspiring. We work across four industries – education and skills, sport and play, health and wellbeing and youth and community learning.



OUR VALUES

Collaborative

We work together, encourage diversity and build strong relationships in our community.



Integrity

We are honest, respectful and inclusive. We care about our colleagues and our community.



Innovative

We are creative in solving problems and bold in trying out new ideas.



Agile

We adapt to all situations with flexibility and positivity. We are resilient in times of challenge.



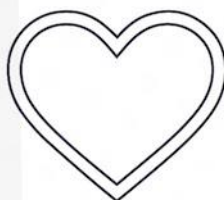
Excellence

We are professional, accountable for our actions and contribute to a high performing team.



Passionate

We are proud of what we do and committed to making a difference.





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SAFE, WELCOMING AND INCLUSIVE IS AT THE HEART OF WHO WE ARE

We recognise, respect and value difference; all individuals will be treated equally and fairly.

We expect all staff, volunteers and partners to share our commitment to maintaining a culture of vigilance and encourage the reporting of any concerns about the welfare of any child, young person or adult at risk.



Jacob has really enjoyed the holiday courses - the staff have been fantastic! It's helped massively with childcare over the holidays; I can crack on knowing he is happy and in safe hands.



Helen Wall, Parent

WHAT WE DO

We work with partners and key stakeholders such as local councils, colleges, universities and housing associations to deliver more than 40 programmes a year across the North East. In doing so, we support almost 20,000 people from all walks of life.

Our **sport and play** programmes cater for young children aged from 18 months (Little Dribblers) to adults aged over 55 (our Extra Time Hubs). We encourage people of all ages to keep active, develop skills and live more fulfilling lives.

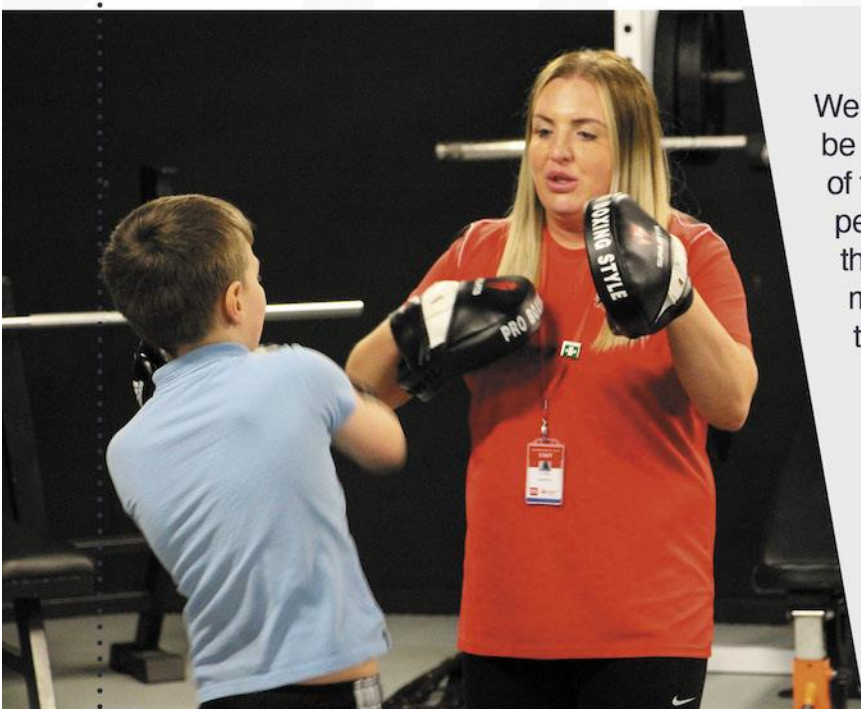
Meanwhile, our wide range of disability programmes ensure young people and adults can enjoy sport and build friendships. Our disability coaching team delivers fun, exciting, and challenging sessions which help develop motor skills, balance, and co-ordination, as well as encouraging teamwork and improving communication and confidence.



“ James and Daniel really enjoyed the session today. They said it felt like they were learning but in a fun way - and they love anything to do with football!

Kelly Woods, Parent

”



We're passionate about inspiring **young people** to be the best they can be, so we also provide a range of free programmes to develop children and young people wherever their interests lie. From sports through to social action projects, residential trips, mentoring, youth clubs and forums, we make sure their voice is heard and their dreams encouraged.

To help raise the educational attainment across the region, we partner with education providers to close the gap between those from disadvantaged backgrounds and others.

We deliver a wide range of sports and education programmes for schools and academies across the North east.



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Hundreds of young people have benefitted from our Holiday Hunger programmes, enjoying free activities and a daily meal during the school holidays.

We work with those aged **19+** to improve their **employability skills** and help them find full time work, we also help parents, grandparents and carers support their child's development through a range of courses; encouraging families to learn and play together and gain new skills and experiences.

We offer adults the opportunity to reskill or upskill and gain qualifications and participate in courses they may previously not have had access to.

Of course, another priority is **health** inequality, and working with partners across Sunderland, South Tyneside and County Durham we deliver a wide range of programmes aimed at tackling poor physical health.



Over **250** over-55s have taken part in weekly social activities and over **1,200** activity bags distributed to help combat loneliness

Over **2,000** participants improved mental wellbeing

280 teenagers to complete **7,820** hours of social action projects in the community



OVER **12,000** VOLUNTEERING HOURS

OUR HISTORY

<p>2001</p> <p>FOUNDATION OF LIGHT FOUNDED BY SIR BOB MURRAY CBE OUT OF SAFC COMMUNITY PROGRAMME</p>		<p>BEGINNING THE WORK WITH TEENAGERS, TAKING THE FOUNDATION INTO THE COMMUNITY</p>		<p>2004</p> <p>OUR FIRST HOME, 'CENTRE OF LIGHT' OPENS</p> <p>OFFICIALLY OPENED BY COUNTESS OF WESSEX GCVO</p>	
	<p>2003</p> <p>STARTED WORKING WITH FAMILIES</p> <p>ESTABLISHING FAMILY LEARNING THROUGH FOOTBALL PROGRAMME</p>			<p>EVERY CHILD DESERVES A CHANCE AT A GOOD EDUCATION</p> <p>PITSTOP EDUCATION PROGRAMME LAUNCHED IN 2006</p>	

<p>1,000TH PRIMARY SCHOOL EDUCATION SESSION HELD</p> <p>2008</p>			<p>FOOTBALL FOR THE VERY YOUNG</p> <p>OUR LITTLE DRIBBLERS PROGRAMME WAS ESTABLISHED IN 2010 WORKING WITH CHILDREN AS YOUNG AS TWO</p> <p>2010</p>	<p>EXTENDED OUR EDUCATION REACH</p> <p>2011</p> <p>BY BECOMING AN EDEXCEL ACCREDITED CENTRE AND DELIVERING NATIONALLY RECOGNISED QUALIFICATIONS</p>	<p>HELPING MORE FAMILIES</p> <p>2012</p> <p>LEARN WHERE YOU ARE AWARD FOR FAMILY LEARNING</p>
	<p>2009</p> <p>CHILDREN AND YOUNG PEOPLE NOW AWARDS, LEARNING WINNER</p> <p>PITSTOP EDUCATION PROGRAMME</p>		<p>HIGH SHERIFF AWARD WINNERS FOR GREAT AND VALUABLE SERVICES TO THE COMMUNITY</p> <p>WINNERS IN 2010 AND 2011</p>		<p>HEALTHY EATING FOR ALL THE FAMILY.</p> <p>LAUNCHED PARTNERSHIP WITH JAMIE OLIVER FOOD FOUNDATION IN 2014</p>



DOUBLE CELEBRATION FOR THE FOUNDATION

WELL DONE LESLEY SPUHLER OBE, CHIEF EXECUTIVE FOUNDATION OF LIGHT

2016

FOOTBALL SCHOLARSHIP PROGRAMME LAUNCHED

MULTIPLE TROPHY WINS AND STUDENTS PROGRESSING ONTO FURTHER EDUCATION

POSITIVELY CHANGING YOUNG LIVES

BEACON OF LIGHT SCHOOL OPENED IN 2016 AT THE STADIUM OF LIGHT



COACHES ON TOUR 2014

VISITING:
CAMBODIA SWEDEN
CHINA SWITZERLAND
ESTONIA UGANDA
SOUTH AFRICA ZAMBIA
SPAIN

GENERATING REVENUE FOR PROGRAMMES IN THE NORTH EAST

EMPLOYABILITY AT THE TOP OF THE AGENDA FOR 2016

BACK IN THE GAME AWARD WINNER



2018

BEACON OF LIGHT OPENS

FOUNDATION OF LIGHT'S NEW HOME



2020

YOUR MOVE
REGIONAL COMMUNITY CLUB OF THE YEAR



OVER **7,000** FOOD PARCELS DELIVERED THROUGHOUT COMMUNITY DURING PANDEMIC

2021



2019
BEST FOOTBALL COMMUNITY AWARD

OUTSIDE THE PREMIER LEAGUE



I absolutely loved doing my work experience. I enjoyed getting an insight on the Foundation and all of the different jobs here.

**Elisha Williams,
Placement student**



OUR PLANS FOR THE FUTURE

1 Aim

...every contact will count with three million hours of meaningful engagement over five years.

Our work continues to focus on young people; inequality including social mobility, gender and race, and health including obesity, suicide prevention, depression and loneliness. We continue to inspire others by telling more of our life-changing stories, aiming to create:



Better life chances:

- ▶ Helping more people into work
- ▶ Increasing ambition and aspiration
- ▶ Increasing the number of people with qualifications and skills

Better lifestyles:

- ▶ Improving physical health
- ▶ Improving mental health

Better balance:

- ▶ Reducing divisions in society
- ▶ Improving social mobility
- ▶ Strengthening communities



Better Investment:

- ▶ Growing our unrestricted revenue
- ▶ Reducing our overheads to delivery costs
- ▶ Growing our environmental sustainability

Better access for all:

- ▶ Making more data-informed decisions
- ▶ Improving our user experience



Aim



...to continue to create a vibrant and sustainable Beacon of Light.

Thankfully, visitors have returned to the Beacon of Light post Covid. Prior to the lockdowns, the Beacon was a ever-growing community hub and event space attracting more than 7,000 visitors a week. Parents brought their children to football only to find themselves signing up for a maths or language class. We'd created a place which has something to interest and benefit everyone.

Our ambitious aim is to exceed pre-pandemic levels of participation. This is important to us as the Beacon is our engine – it brings in much-needed unrestricted income that we plough straight back into our programmes. We are determined to grow this sort of income as it gives us more freedom to deliver more meaningful engagement in our communities.

OUR PLANS FOR THE FUTURE

...to be the best in our field.

The Foundation has long been one of the largest football charities in the UK and if we can achieve our aims of delivering three million contact hours, exceeding our pre-Covid levels of engagement and continuing to deliver quality work we'll be our way to accomplishing our aim of being one of the best football foundations in our field.

To do so, we know we'll have to continue our high levels of good governance while still delivering excellent levels of employee and customer satisfaction, and raising sufficient funds to ensure our destiny remains in our own hands.

Aim

3



Best standards and governance:

- ▶ Be financially robust
- ▶ Meet industry standards
- ▶ Invest in our workforce

Best innovation and learning:

- ▶ Growth in ICT and digital innovation
- ▶ Continue to build strong collaborations and partnerships

Better access for all:

- ▶ Ensure people are at the heart of our decisions
- ▶ Maintain robust and consistent monitoring and evaluation

HOW WE MEASURE WHAT WE DO



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Issues /Challenges

These are the issues that concern us, they identify who we are drawn to and why it is important to us to reach them.

Programmes

The many interventions through which we respond to the issues are managed in these 5 delivery areas.

Impact Themes

The many interventions through which we respond to the issues are managed in these 5 delivery areas.



WHAT OUR STAFF SAY...

“

Foundation of Light changes peoples' lives. I've had the privilege of working with so many young people and seeing the difference our programmes can make first hand.

”

Joey Harries,
Foundation of Light staff



“

Absolutely different class from Foundation team for Family Funday. We wouldn't be able to do what we do without the participants across each and every programme continuing to engage throughout the year.

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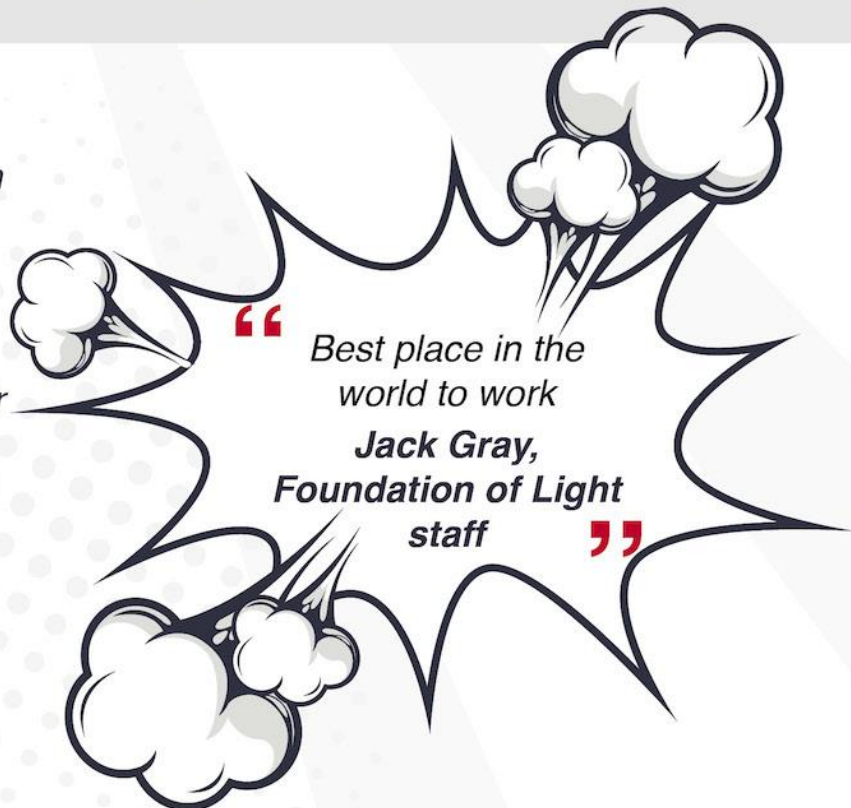
Jake Hannah,
Foundation of Light staff

“

Loved being part of Foundation Matchday - it's the chance for everyone to get involved and showcase the great work we do. There's no better feeling than seeing it all come together in front of a packed out Stadium of Light.

”

Kate Smith,
Foundation of Light staff



“

Best place in the world to work

Jack Gray,
Foundation of Light staff

”

OUR STRATEGIC ASSETS



FOUNDATION OF LIGHT

THE WORLD AT YOUR FEET



- ▶ **SAFC BRAND AND LINK TO FOOTBALL**
- ▶ **BEACON OF LIGHT**
- ▶ **OUR BESPOKE CUSTOMER SERVICE**
- ▶ **OUR HISTORY, CULTURE AND TRACK RECORD**
- ▶ **OUR PEOPLE, STAFF, AMBASSADORS AND NETWORKS**
- ▶ **THE INNOVATIVE AND RESPONSIVE SOLUTIONS TO COMMUNITY PROBLEMS**
- ▶ **OUR COLLABORATIONS, PARTNERSHIPS AND RELATIONSHIPS**

COMPANY SET UP

FOUNDATION OF LIGHT TRUSTEES

Sir Bob Murray CBE
Baroness Estelle Morris of Yardley
Kate Adie CBE, DL
Sir Tim Rice
George Clarke
Stephen Cram CBE
The Hon. James Ramsbotham CBE, DL
Baroness Tanni Grey-Thompson DBE, DL
Kyril Louis-Dreyfus
Martin Hibbert

PROGRAMMES COMMITTEE

Baroness Estelle Morris	Baroness Tanni Grey-Thompson OBE, DL
Lynda Brown	Joan Atkinson
Audrey Bolam	Toni Rhodes
Ian Green	Sue Brent
Ian Kershaw	Kumareswaradas Ramanathas
Karen Marshall	Gerry Taylor
Denise Taylor	
Jamie Wright	

FINANCE, AUDIT AND RISK

Martin Hibbert
Mark Hetherington
James Martin OBE
Hayley Wardle
Steve Davison

RENUMERATION AND NOMINATION MEMBERS

The Hon. James
Ramsbotham CBE, DL
Baroness Estelle
Morris
Sir Bob Murray CBE

SUBSIDIARIES

BEACON OF LIGHT DIRECTORS

John Fickling
Sir Bob Murray CBE
Bob Paton CBE
Lesley Spuhler OBE, DL
John Wood CBE, DL

ALTRUISM DIRECTORS

The Hon. James
Ramsbotham CBE, DL
Stephen Cram CBE
Farooq Hakim
Steven Parker
Darren Bryant
Joanne Corlett
Natasha McDonough

THE ROLE



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THE WORLD AT YOUR FEET

ROLE DESCRIPTION

Job Title	Youth Engagement Officer (Full Time)
Job Holder	
Responsible to:	Head of Youth & Community Engagement
Hours:	35 hours per week
Salary:	£20889 - £25000

Main Duties:	<ol style="list-style-type: none">1. To effectively engage with young people to facilitate their social, personal, and physical development through informal education.2. Organise and run community programmes, helping young people understand values and ideas, as well as building their confidence and life skills.
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1. To effectively engage with young people to facilitate their social, personal and physical development through informal education.

- Mentoring, coaching and supporting individuals, encouraging young people to develop their self-awareness, independence and individuality.
- Identify where targeted youth support is needed and facilitate referrals and connections.
- Stay informed on legislation, local and national issues and best practice in youth work.
- Attend regular team and organisation meetings reporting key performance achievements / areas for improvement.
- Deliver one to one and group interventions through tailored mentoring programmes.
- Help plan and deliver a varied programme of activities including delivery for NCS, HAF, Duke of Edinburgh award as well as our Pupil Intervention Programme in our small on-site school provision.
- Provide a high quality, excellent customer / participant experience.
- Building and sustaining relationships with young people.
- Ensuring maintaining professional boundaries.

2. Organise and run community programmes, helping young people understand values and ideas, as well as building their confidence and life skills

- Work collaboratively with young people to assess and identify specific needs.
- Embed the quality framework into all recruitment and engagement activities.
- Engage with stakeholders such as the Police, youth offending service and schools.
- Assist on issue-based workshops for young people.
- Deliver holiday, evening and weekend sessions as required by the timetable.
- Having conversations with young people, identifying issues affecting them and how their needs can be met.
- Taking part in outreach activities, both independently and in partnership with other services
- Supervise young people on trips and outings.
- Provide access to information and advice.
- Encourage a warm friendly and safe environment.



Other duties:

You will be required to undertake other duties from time to time as required and deliver training. Any potential permanent changes to your role will be discussed, and agreement reached prior to being undertaken. You will be notified of any permanent change in writing. In addition to your normal duties, you may be required to undertake additional or other duties as necessary to meet the needs of the Foundation of Light.

Behaviour and professional expectations:

- Maintain working practices in line with Foundation of Light Equality and Diversity, Health and Safety and Safeguarding policies, self-awareness of own responsibility in these areas.
- Ensure regulatory and legislative requirements are always met.
- Conduct should reflect the Volunteer Behaviour Policy (Code of Conduct); uphold Foundation core values (as shown below) at all times.
- Maintain the highest level of professionalism and confidentiality.
- Attend working groups and CPD session as required.
- Build strong internal relationships.
- Work in collaboration with colleagues to achieve the end goal.
- Ensure positive organisational messages and culture are maintained.
- Contribute to good housekeeping across all Foundation sites and equipment.
- Follow the laid down policies and procedures at all times.

Equality, Diversity and Inclusion Statement:

All individuals will be treated equally and fairly in the application of this procedure. All reasonable requests to accommodate requirements in terms of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation will be made.

Safeguarding Statement

We expect all staff, volunteers and partners to share our commitment to maintaining a culture of vigilance, and believe that all staff, volunteers and partners have a responsibility to report any concerns about the welfare of any child, young person or adult at risk.

Foundation of Light Values:

Innovative, Passionate, Excellence, Collaborative, Integrity, Agile.

Acceptance of the role description by the Youth Engagement Officer:

Signed
Print Name
Date
Last review date:
Next review date:



Requirement	Essential (E) or Desirable (D)	How Assessed (Application, Interview, Observation)
Skills and Abilities:		
Coaching	D	A
Mentoring young people	E	A
Informal tutoring	E	A
Delivery of assemblies to wide audience; strong presentation skills	D	A
Networking with customers and contacting schools	E	A
Communication, written and oral	E	A
Planning and control	E	I
Teamwork	E	A
Work on own initiative	E	A
Interpersonal	E	I
Conflict handling and resolution	E	I
Creativity and imagination relevant to the workplace	D	I
ICT and administration	E	A
Ability to work under pressure and to tight deadlines	E	I
Group work facilitation	E	I
Multi-tasking	E	I
Excellent presentation and communication skills with the ability to influence, persuade and listen to others effectively	D	I
Personal Attributes:		
Self-motivated, able to use own initiative, confident and persistent	E	I
Commitment to the Foundation of Light's objectives and values	E	I
Positive and enthusiastic	E	I
Punctual and reliable	E	I
High aspirations and highest possible standards for young people	E	I
Non-judgemental, open-minded attitude	E	I
Flexibility in working, and positive approach to change	E	I
Current driving licence	E	I
Knowledge and Understanding:		
Supportive of young people's participation	E	I
An interest in young people	E	A
Flexible, responsive and sensitive to needs	E	I
Patience	E	I
Responsible, reliable and trustworthy	E	I
A sense of fun	E	I
Commitment	E	I
Flexibility	E	I
Honesty and trustworthiness	E	I
Motivation and enthusiasm	E	I
Persistence in the workplace	E	I
Knowledge and understanding of working with young people	E	I
An understanding of the issues faced by young people	E	I



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Signed

Print Name

Date

Last review date:



STAFF BENEFITS

 **YEARLY EYE TESTS**



HOLIDAY PURCHASE SCHEME



CHRISTMAS SHOPPING DAY



STAFF PENSION

ACCESS TO HEALTH ASSURED HEALTH CARE SERVICE



CYCLE TO WORK SCHEME

10% DISCOUNT



EMPLOYEE SHOPPING DISCOUNT PORTAL



FLEXIBLE WORKING



ACCESS TO HR/ CONSULTANTS OCLUS MENTAL HEALTH WELLBEING



BETTER HEALTH AT WORK SCHEME



STAR PLAYER



X2 SAFC TICKETS + 20% SHOP DISCOUNT

DEATH IN SERVICE POLICY



Out of Office

STAFF AWAY DAYS



ACCESS TO CHAPLAIN



STAFF SAFC KIT



CHRISTMAS PARTY



FUNDED TRAINING

PRIORITY ACCESS TO SAFC TICKETS AND EVENTS



NEXT STEPS



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Interested applicants should request an application pack or send a CV to -

✉ gemma.snaith@foundationoflight.co.uk

or download packs from

🌐 foundationoflight.co.uk

Candidates who have not heard within six weeks of application should assume they have been unsuccessful.

Appointments are subject to an enhanced DBS Check.

Foundation of Light is an Equal Opportunities Employer.





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Foundation of Light | Beacon of Light | Stadium Park | Sunderland
SR5 1SN | T: 0191 563 4777 | Registered Charity No.1089333

    SAFCFoL  [foundationoflight](http://foundationoflight.com)