



CANDIDATE BRIEF

.....

Youth Intervention Manager

FEBRUARY 2025





AN INTERNATIONAL SPORTING VENUE,
A PROFESSIONAL COUNTY CRICKET CLUB
AND A THRIVING COMMUNITY HUB

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We are Trent Bridge, a cricket ground of global repute first established in 1838.

We're proud of our illustrious history but mindful too that our future prosperity is reliant on continual investment in our facilities, our professional team, our restaurant and our lauded community programmes.

Trent Bridge, the home of Nottinghamshire County Cricket Club is looking for someone who is passionate about helping young people build confidence and empower them to achieve their very best. If you're passionate, creative, and ready to roll up your sleeves, we'd love to have you on board.

Salary: £30,000 per annum

Thank you for your interest in this role.

NOTTINGHAMSHIRE COUNTY CRICKET CLUB

ROLE PROFILE

Job Title: Youth Intervention Manager
Reporting to: Head of Community & Development
Responsible for: Youth Intervention Officers, Wicketz Officer and Apprentice

SPECIFIC ROLE PROFILE

The Youth Intervention Manager role will play an important role in ensuring that we continue to deliver high quality intervention programmes that divert young people away from anti-social behaviour and crime.

You will work with funding partners, the police, social services, community safety teams, community groups and organisations to provide diversionary activities in safe community environments across Nottinghamshire.

You will manage a small team, directing their work and ensuring funders outcomes and KPI's are met.

Priority Focus Areas

- A. **Team Leadership:** Lead, motivate, and support a dedicated team of staff, casual workers, and volunteers, ensuring they deliver exceptional youth programmes.
- B. **Measure Success:** Monitor and evaluate programmes to showcase their impact and ensure they meet targets and outcomes.
- C. **Shine a Spotlight:** Promote our work through social media, community events, and outreach activities.
- D. **Manage Programmes:** Deliver innovative, person-centred initiatives that foster resilience and wellbeing, specifically Positive Futures and Wicketz Programmes
- E. **Build Connections:** Cultivate and sustain meaningful partnerships with stakeholders, schools and community organisations.
- F. **Champion Safeguarding:** Uphold the highest standards of safeguarding and Health & Safety compliance, ensuring every programme is a safe space for young people to thrive.
- G. **Be financially and strategically accountable:** Manage the budgets associated with programmes and identify and access external funds and grants. Ensure youth intervention programmes are embedded in county strategic plans.
- H. **Be a Mentor & Role Model:** Provide guidance, support, and advocacy for young people and their families and take responsibility for your own professional development.

A. Team Leadership.

- Support and manage the Youth Intervention Officers, Wicketz Officer and any other new staff related to projects under your jurisdiction.

- Carry out monthly and end of year reviews, ensuring annual targets are set and reviewed against the Countywide Strategy and Funders KPIs
- Authorise annual leave and monitor absence using the Bright HR system.
- Identify training opportunities to upskill staff.

B. Measure Success:

- Monitor and evaluate programmes by producing reports and case studies that evidence impact on the young people we work with.
- Ensure delivery against programme KPIs.
- Deliver events that celebrate success.

C. Shine a Spotlight:

- Promote our work through social media, community events, and outreach activities.
- Produce content to support social platforms
- Produce appropriate marketing to promote activities and programmes.
- Deliver presentations to partners as appropriate.

D. Manage Programmes

- Complete all interim and annual reports for funding partners.
- Coordinate, submit and present the annual plans/financial reviews for Wicketz and Positive Futures
- Manage casual staff to ensure delivery of the programmes, providing the necessary support and resources.
- Work with other members of the team to ensure all programmes are aligned and provide a pathway from school into community offers.
- Produce an annual impact report and case studies for Trustee's and Funding Partners.
- Manage any new projects that provide youth intervention activities.

E. Build Connections

- Establish new partnerships and strengthen relationships to support the delivery of our Youth Intervention programmes.
- Identify key stakeholders that can support and enhance delivery of our programmes

F. Champion Safeguarding

- Annually review Risk Assessments and Safeguarding measures for Young people with the relevant members of the team.
- Ensure your staff team have up to date Enhanced DBS and Safeguarding Children & Young People.

- Ensure all young people are kept safe and vulnerable young people are offered access to early help or referrals to safeguarding through the Early Help Unit, MASH or Emergency Duty Team.
- Support the County Safeguarding Manager to review policies and procedures

G. Be financially and strategically accountable

- Apply for funding or grants that will support the delivery of activities that will enhance our programmes.
- Provide support to the Head of Community & Development to secure future funding from current funding partners.
- Build and sustain strong relationships with current and new funders.
- Produce an annual financial forecast to help set budgets for staff.
- Provide financial reports as required
- Keep up to date expenditure records to help monitor against budgets
- Assist the Head of Community & Development to ensure youth intervention programmes are embedded in the county strategy.
- Support the Head of Community & Development to complete the CPA Standards Annual Assessment.

H. Be a Mentor & Role Model

- Attend monthly meetings with your line manager
- Attend annual performance and development reviews.
- Undertake training as agreed with your line manager
- Attend meetings and conferences as directed.

EQUITY, DIVERSITY AND INCLUSION

Nottinghamshire County Cricket Club is committed to being an Equal Opportunities Employer.

The Club recognises the benefits of a diverse workforce and is committed to providing a working environment that is free from discrimination.

The Club will seek to promote the principles of equality and diversity in all its dealings with employees, workers, job applicants, clients, customers, suppliers, contractors, recruitment agencies and the public.

All employees and those who act on the Club's behalf are required to adhere to this policy when undertaking their duties or when representing the Club in any other guise.

SAFEGUARDING

Nottinghamshire County Cricket Club is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

We ensure that we have a range of policies and procedures in place which promote safeguarding and safer working practice across our services and are committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and the ECB requirements to ensure that all children participating in Cricket have a safe, positive and fun experience, whatever their level of involvement.

KEY PERFORMANCE INDICATORS

Deliver the outcomes and KPI's of the funding partners projects outlined in the Service Level Agreements.

PERSON SPECIFICATION**YOUTH INTERVENTION MANAGER****Department: Trent Bridge Community Trust**

	ESSENTIAL	DESIRABLE
EXPERIENCE	<ul style="list-style-type: none"> • Experience of informal youth work with young people. • Experience of managing a team or individuals. • Experience of planning, developing, delivering, evaluating and recording programmes. • Experience of producing and presenting reports and information using a range of methods, and in an appropriate manner. • Experience of enabling the engagement and participation of young people. • Experience of work that celebrates diversity and challenges discriminatory attitudes and behaviours. • Experience of work addressing health and safety issues concerning young people. • Have a good understanding of relevant personnel policies and procedures. • Experience of working in partnership with other organisations. 	<ul style="list-style-type: none"> • Experience of financial management and an awareness of financial regulations. • Experience of early intervention/help work with young people. • Able to complete the necessary quality assurance requirements including use of the QES system. • Experience of undertaking supervision, development and appraisal of staff. • Experience of using the power of sport to divert young people away from anti-social behaviour and low level crime.
KNOWLEDGE	<ul style="list-style-type: none"> • Understanding the context of youth work and the issues and developments arising within it. • Understanding of the professional conduct required of a youth worker inside and outside work and 	<ul style="list-style-type: none"> • Knowledge and understanding of the Lord's Taverners Wicketz Programme • Knowledge and understanding of the Positive Futures Programme

	<p>the reasons for upholding an appropriate standard of behaviour.</p> <ul style="list-style-type: none"> • Knowledge of youth intervention practices to divert young people away from anti-social behaviour and low-level crime. 	
SKILLS	<ul style="list-style-type: none"> • Supports the wellbeing of other staff. • Effectively sets direction for a team providing motivation for all to deliver high performance. • Sets challenging targets for performance for the team as well as delivering a high degree of personal effectiveness • Takes an active role in managing risk, health and safety and safeguarding issues. • Strong planning and organisational skills • Good computer literacy, including Microsoft Office. • Strong communicator that works in a team. 	
QUALIFICATIONS	<ul style="list-style-type: none"> • Currently hold, or are willing to work towards a nationally recognised Level 3 JNC Youth Work qualification. • Current First Aid Qualification • Safeguarding Children & Young People 	<ul style="list-style-type: none"> • Level 2 Mental Health First Aid • L3 Management qualification or equivalent • Governing Body Coaching Qualifications
QUALITIES & ATTITUDE	<ul style="list-style-type: none"> • Outgoing, friendly, supportive personality with the ability to engage and motivate young people. 	

	<ul style="list-style-type: none">• Passionate, reliable and dependable.• Willing to be held accountable• Ability to work under pressure with minimal supervision• Flexibility to work evenings and weekends	
OTHER	<ul style="list-style-type: none">• Ability to travel to multiple sites/venues across Nottinghamshire to deliver activity and interventions.• Hold an Enhanced DBS• Responsible for the ongoing monitoring and reporting of all aspects of your work programmes	

HOW TO APPLY

If you would like to join us at Trent Bridge, please send your CV and covering letter, including details of your current salary to:

The HR Department
Nottinghamshire County Cricket Club
Trent Bridge
Nottingham NG2 6AG

or email the HR Department at: recruitment@trentbridge.co.uk

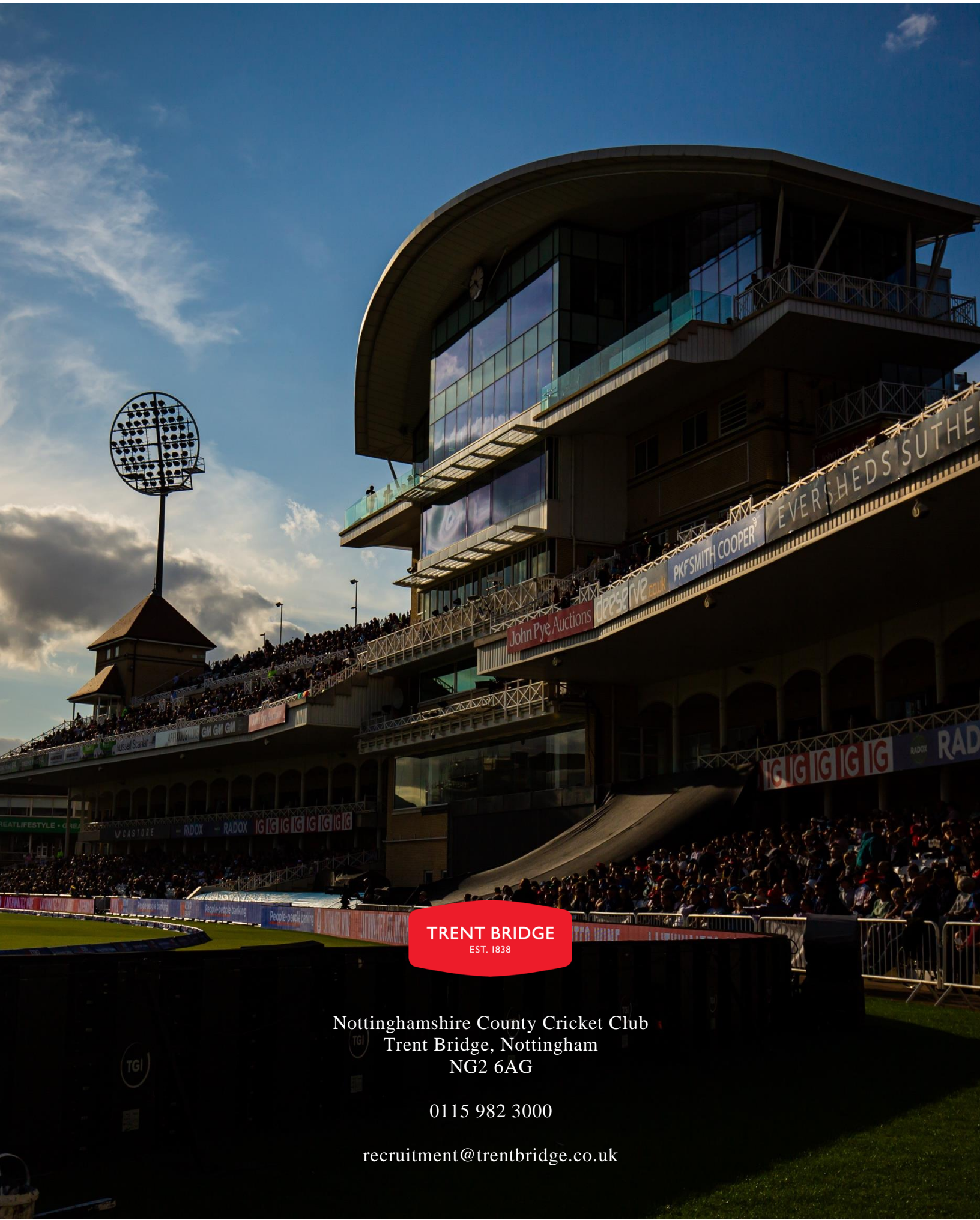
Closing date for receipt of applications will be: **Sunday 23rd February 2025**

1st Stage Interview date: **Friday 28th February 2025**

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible

We are committed to safeguarding and promoting the welfare of children, young people and adults and expect the same commitment from all staff and volunteers.

We are an equal opportunity employer. We celebrate diversity and are committed to building an inclusive environment for all employees. When submitting your details, please let us know if you require any support or reasonable adjustments during the interview process



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EST. 1838

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