



Be part of our family  
engaged, inspired, achieving its potential

# Adult Sports Coordinator

12 Month Fixed Term Contract

Full-time 37.5 hours per week

Salary band Foundation Level 4 - £20,000 -23,999



We are seeking to appoint an adult sports coordinator to coordinate and deliver adult sports sessions within the day-to-day Albion Wellbeing programme. This is to include, planning, monitoring and evaluation of sessions and activities. Maintain and enhance the quality of the provision.

## RESPONSIBLE TO: HEAD OF DISABILITY

- Ensuring objectives are met within specific projects as requested by the Head of Wellbeing.
- To ensure that the adult programme is aligned to and runs within the remit of funders.
- To support and deliver disability sport and multi-sport sessions to a range of local schools, clubs and organisations whilst promoting The Albion Foundation within the Community.
- Deliver walking football, and wellbeing Football sessions for WBA and attend League fixtures.
- Delivery of sessions during weekends and school holidays (potentially in partnership with other organisations)
- Working closely and building relationships with not only participants but their families.
- Perform administration duties to support programmes, for example updating VIEWS with attendance information, distribution of information to schools and other organisations.
- Liaise with parents/carers, schools and teachers and other outside agencies.

## OUR GOALS

WE WILL DELIVER

MAKE A DIFFERENCE TO

OVER THE NEXT

# 10

MILLION HOURS

# 100

THOUSAND LIVES

# 10

YEARS



To learn more about what we do please follow the links below:

["A Godsend to participants"](#)

["You gave us our Son back"](#)

["I'll be forever in their debt"](#)

Should you require further details about this vacancy or The Albion Foundation, please contact us via [hr@albionfoundation.co.uk](mailto:hr@albionfoundation.co.uk) or alternatively call 0871 271 9840.

Further information is available on our website at: [www.wba.co.uk/albion-foundation](http://www.wba.co.uk/albion-foundation)



## OUR PILLARS TO PROGRESS

| PEOPLE                                                                              | PLACE                                                                               | PROMOTION                                                                           | PROJECTS                                                                            | POUNDS & PENCE                                                                      | PARTNERSHIPS                                                                        |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  |  |  |  |  |  |
| One team, one culture                                                               | Find a home                                                                         | Simplify our message                                                                | Be the best and prove it                                                            | Control our destiny                                                                 | One club, one foundation                                                            |
| We are one team with one culture                                                    | Together in a home that we're proud of                                              | People know about us, get us and love us                                            | Focussed, do it brilliantly and can prove it                                        | Financially viable regardless of what happens on the pitch                          | Valued & integral part of the club                                                  |



*Be part of our family*

### HOW TO APPLY



To apply for this role please **download** and complete the application form and submit with a CV and covering letter.

Closing date Monday 27<sup>th</sup> September 2021.

Interviews are scheduled for the week commencing the 4th October 2021 and will include a formal and practical interview. This post is subject to an Enhanced DBS check.

For further information about the Albion Foundation, please visit [www.wba.co.uk/albion-foundation](http://www.wba.co.uk/albion-foundation)