



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

## Extra-Time Co-ordinator

12-month Fixed Term Contract

Full time 37.5 hours per week

Salary Band Level 4: £20,00 to £23,999

The Albion Foundation is the charity partner of West Bromwich Albion Football Club. Our vision is to create a Proud Albion Family, Engaged, Inspired & Achieving its Potential.

We have an exciting opportunity for a suitably qualified and experienced candidate to join our Behaviour Change team, to co-ordinate the Foundation's Extra-Time project. Delivering a mentoring programme to young people (aged 13 to 18 years) who are at risk of being involved in violence and / or criminal activity. To sustain and develop positive relationships with external partners such as West Midlands Police, schools, and Pupil Referral Units.

### AS A COORDINATOR YOU WILL:

- Plan, develop and deliver a mentoring programme that is engaging and produce Personal Development Plans (PDPs) for all young people to monitor their progress throughout the programme.
- Mentor young people on a one-to-one or small group basis to provide opportunities for personal development and positive behaviour change.
- Develop strong and sustainable relationships with targeted young people, families, schools and other professionals in order to provide personalised support.
- Manage the referral process of young people into the programme.



## OUR GOALS

WE WILL DELIVER

MAKE A DIFFERENCE TO

OVER THE NEXT

10

MILLION HOURS

100

THOUSAND LIVES

10

YEARS



The Albion Foundation is committed to safeguarding and promoting the welfare of children, young people and adults at risk, therefore expect all staff and volunteers to share this commitment. Successful applicants will need to undertake an enhanced DBS disclosure.

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)



*Be part of our family*



## OUR PILLARS TO PROGRESS

### PEOPLE



One team,  
one culture

We are one team  
with one culture

### PLACE



Find a home

Together in  
a home that  
we're proud of

### PROMOTION



Simplify our  
message

People know  
about us, get us  
and love us

### PROJECTS



Be the best  
and prove it

Focussed, do it  
brilliantly and  
can prove it

### POUNDS & PENCE



Control our  
destiny

Financially viable  
regardless of what  
happens on  
the pitch

### PARTNERSHIPS



One club,  
one foundation

Valued & integral  
part of the club

## 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: Wednesday 8<sup>th</sup> December 2021.

Interviews are scheduled for 15<sup>th</sup> December 2021.

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

