



RECRUITMENT OPPORTUNITY

Active Communities Coordinator

£20,000 - £24,000

Everyone Active is currently seeking an ambitious and self-motivated Individual to take on this role and embrace our brand mission of 30 minutes of activity five times a week. The successful candidate will be responsible for developing and delivering sports & physical activity programmes across Everyone Active centres.

This is a fantastic opportunity for someone with an interest in community to make a real difference and will include the following roles & responsibilities:

- Delivery of a range of sports & physical activity programmes across contracts in Everyone Active centres and the community.
- Coordinating with the Active Community Managers to develop sustainable opportunities in line with the current sports development strategy in each contract.
- Develop relevant monitoring, evaluation, and learning for each programme delivered across the contracts.
- Engage with local and wider partners to support the engagement of new opportunities and activities at centres and within the community
- Attend community engagement opportunities & events to raise awareness and increase engagement to Everyone Active opportunities
- Undertake checks of relevant equipment at each centre to ensure all equipment is fit for purpose & maintained.
- Promote and maintain a positive working relationship with external partners and customers who utilise the centres.
- Positively promote Everyone Active programmes across the contracts & support centres in increasing engagement to activities.
- To be able to work and integrate with members of each centre and understand the best times and opportunities to undertake relevant activities.
- Undertake taster programmes & delivery of community engagement opportunities relevant to each contract.
- Willing to contribute to your own professional development by attending organised courses and finding your own courses where appropriate.
- Undertake additional responsibilities as per the needs of the contracts.

www.everyoneactive.com

Everyone Active is an equal opportunities employer and an Investors in People organisation, who are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. All applicants will be required to undertake checks and references prior to appointment.

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We need a Coordinator who will...

- Have experience in working with a variety of different age groups, delivering an assortment of sports & physical activity programmes.
- Be able to plan, deliver and evaluate a range of activities including sports courses, coached sessions, targeted programmes, and engagement opportunities.
- Coordinate programmes & undertake administrative tasks relevant to the opportunities developed.
- Be reliable, have good time keeping skills, and be willing to travel across the contract areas.
- Be both a role model for participants, and to make the sessions a fun and friendly environment for both colleagues and customers alike.
- Have a minimum of a Level 1 coaching qualification and at least one additional level 1 coaching qualification in a separate sport with willingness to undertake more qualifications.
- Relevant certification including safeguarding and first aid.
- Clean driving licence.

What can we do for you?

Well, along with a competitive salary, opportunities for development, and travel expenses, you'll also get to enjoy working in a vibrant, exciting and friendly environment. Furthermore, as an added bonus, you and a partner/children will also get to enjoy free membership to our 200 plus centres nationwide.

If this sounds like you, we'd love you to get in touch. Simply email your CV and covering letter telling us why you'd be suitable for this role to craighughes@everyoneactive.com

Closing date: On Going

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