



## Head of Community

Burton Albion Community Trust's Mission Statement

***'Making a difference in our communities through the power of sport and brand of Burton Albion Football Club'***



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The mission is underpinned by our three Strategic Aims:

- To Deliver high quality
- To Create Experiences
- To Make a Difference

We will always:

- **Be Inspiring**
  - Through a passion for Burton Albion and our local community
- **Be Engaging**
  - Through understanding our communities and delivering targeted projects and programmes
- **Be Educating**
  - Helping realise full potential in individuals and our communities

Our Impact on the Community will be through the following areas of work:

- **Health & Wellbeing**
- **School Sport**
- **Education & Employability**
- **Community Engagement**
- **Burton Albion Facilities**

Our Outcomes will be to:

- Develop healthier and happier communities
- Create safer and more cohesive communities
- Empower our communities to help fulfil potential and opportunity



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## JOB DESCRIPTION AND PERSON SPECIFICATION

<b>Job Title:</b> Head of Community	<b>Salary:</b> Competitive Package – to be discussed at interview
<b>Contracted Hours:</b> Full Time	<b>Contract Type:</b> Permanent
<p><b>The Role:</b></p> <p>Burton Albion Community Trust are searching to recruit a new Head of Community.</p> <p>In this key role, the ideal candidate will provide inspirational senior leadership of Burton Albion Community Trust, developing and delivering an ambitious strategic plan that increases both the Community Trusts and Football Clubs brand, impact, and reputation.</p> <p>As an ambassador for both the Community Trust and Club, the role will foster a positive culture, ensuring staff at all levels across the organisation are inspired and encouraged to succeed and prosper.</p> <p>The Trustees are looking for a high calibre Head of Community who has the ability to ensure that Burton Albion Community Trust continues to be one of the leading and most respected Community Trusts in the country.</p> <p>The individual must have exceptional business development experience with the skillset to provide ambitious strategic leadership for the Community Trust.</p> <p><b>The Individual:</b></p> <p>Burton Albion Community are looking for a someone who has experience in highly developed networking, partnership, advocacy, and negotiating skills to nurture and influence successful two way relationships with key stakeholders and commercial partners.</p> <p>Additionally, you will be comfortable managing executive and board level relationships and have the ability to establish credibility as a trusted leader within the Community Trust and Club and across all our networks.</p> <p>We are looking for a Head of Community who is agile, resilient, and has an adaptable attitude towards work, with the capacity to be creative, innovative, and continually motivate and inspire those around you.</p> <p>We would particularly like to hear from those with a proven track record of developing diverse income streams and an understanding of how organisations contribute towards the regeneration of communities. Importantly, the successful candidate will embody the values of the Community Trust and in partnership with Burton Albion Football Club, drive our aim to make a difference within our communities through the power of sport and brand of Burton Albion FC.</p> <p>Due to the nature of this role, the successful candidate will be required to work some evenings and weekends which will be determined by the Burton Albion Community Trust and Burton Albion FC calendar of events.</p>	



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### **What working for Burton Albion Community Trust can offer you:**

- Competitive Salary
- 25 days Annual Leave and your birthday off!
- Excellent Training Opportunities
- Flexible Working
- Optional Full Uniform
- Onsite Parking
- Company Discounts
- BAFC Staff Discounts

### **General**

This document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the organisation.

All employees may be required to undertake any other duties as may be reasonably requested.

### **Equality Statement**

Burton Albion Community Trust are committed to ensuring that equality of opportunity is at the very heart of everything we do to ensure we provide fair and non-prejudicial access to the services across the Trust. We uphold everyone's freedom of rights and choice to be different and aim to provide opportunities for everyone to succeed. It is the policy of the Trust that no person, whether job applicant, employee or customer, shall be discriminated against. For full details, please refer to our employees Company Handbook

### **Safeguarding Statement**

Burton Albion Community Trust (BACT) operates a child centred approach to safeguarding and where concerns about the welfare of a child or adult at risk exists, staff will always act in the best interests of the child or adult at risk.

The Trust fully acknowledges and accepts its responsibility for the well-being and safety of all children and adults at risk engaged in Trust activities. It is the duty of all staff working at the Trust to ensure they safeguard children and adults at risk by creating an environment that protects them from harm.

Burton Albion Community Trust believes that the general wellbeing, welfare, and safety of all children and adults at risk engaged in Trust activities is of the upmost importance. Burton Albion will fulfil its responsibilities by ensuring it displays best practice



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in safeguarding matters, carried out in a spirit of partnership and openness with the child or adults at risk, family and the relevant local authority.

### **Commitment**

Burton Albion Community Trust is committed to being inclusive and providing a safe and positive experience for everyone involved in our activities and aims to protect them by:

- Adopting a pro-active approach in approach in preventative work.
- Having clear policies which are audited and reviewed annually.
- Vetting all staff and volunteers.
- Providing regular training to ensure staff can identify concerns and are confident when responding, reporting and recording.
- Embedding safeguarding as a priority throughout the Trust.

If you wish to apply for this position, please supply the following to [bactvacnacies@burtonalbionct.org](mailto:bactvacnacies@burtonalbionct.org)

- A CV setting out your career history, with responsibilities and achievements, details of your salary and benefit expectations (in confidence) and preferred contact details
- A supporting statement (or covering letter) of no more than two pages, which fully addresses the criteria in the job description and person specification
- Details of two referees who can speak authoritatively about you together with a brief statement of the capacity and over what period of time they have known you. Referees will not be contacted without your prior consent



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