



## Job information pack

# HIGHER EDUCATION MENTOR

# WHO WE ARE:

Shrewsbury Town FC Foundation is the official charity of Shrewsbury Town Football Club. Established in 1996 our mission is to utilise the power of sport to engage, inspire and strengthen our local community.

## VISION

To take Shrewsbury Town into the heart of the local community, helping people realise their potential and achieve their goals.

## PURPOSE

To deliver a service that can be judged as “first class” by our participants, funders and community partners.

A service that is seen to make a significant social contribution, changing lives by creating opportunities for all of our participants.

## MAKING A DIFFERENCE

In partnership we will work within Shropshire to:

**Improving Health & Wellbeing**  
**Providing better life chances,**  
**Creating stronger communities**

Our vision is underpinned our values

**Passionate | Proactive | Fun | Inclusive | Professionalism | Caring**

Range of Work

**Health & Wellbeing | Education & Employability | Football & Participation | Inclusion**





## ROLE:

Job Title: **Higher Education Mentor**

Salary: **£Competitive + Benefits**

Contract Length: **Part time - Permanent (8 Hrs Per Week)**

Start Date: **ASAP**

The purpose of the Higher Education Mentor is to deliver on the Foundations higher education pathways. The successful candidate will mentor students on our degree programme and be the main contact for our students on their education journey with Shrewsbury Town College & University.



## ROLE SPECIFIC RESPONSIBILITIES

To successfully deliver the higher education degree programme to a cohort of students throughout the year

To develop resources to compliment University South Wales resources to make lessons engaging, informative and work related.

To support students on a one to one basis throughout their degree ensuring they get the best possible education experience

Promote wider opportunities within the Foundation to allow students to gain the experience they need to work within the sports industry

To work with University South Wales to track progress of individual students and put action plans in place to address any students who are behind in their studies

Support students with exit routes into work or further training during and after their degree

Work with the wider foundation team to safeguard students on the degree programme ensuring that students are provided with the pastoral support they require

Assist with the recruitment and promotion of the degree programme at Shrewsbury Town College & University

Utilise CRM systems provided by USW and STCU to support the overall functionality of the degree programme

To support the wider organisation as and when requested including working evenings and weekends



## PERSONAL SPECIFICATION

NO	STATEMENT	ESSENTIAL	DESIRABLE
1	Experience in delivering higher education provisions	X	
2	Recognised teaching qualification or similar teaching qualifications (Level 3 Education & Training)		X
3	Qualified in a sports based degree or equivalent	X	
4	A passion for working with young people and those seeking work, education or training opportunities	X	
5	Ability to design and implement engaging and inspiring lectures for students	X	
6	Self-driven individual who isn't afraid to take a lead on projects and sessions	X	
7	Willingness to work un-socialable hours, including evenings, weekends.	X	
8	Excellent organisational skills with an ability to meet deadlines	X	
9	Ability to work individually and as part of a team	X	
10	Clean UK driving license	X	

# UNCOVER THE BENEFITS

At Shrewsbury Town FC Foundation we have a range of benefits to support colleagues across the club:

## General Benefits:

- Holiday Entitlement - 20 days plus 8 bank holidays
- Free on site Parking
- 2 x matchday tickets for Shrewsbury Town FC home league games
- Exclusive discounts with club partners including Budgen Motors
- Subsidised on-site gym membership

## EMPLOYEE PENSIONS

All colleagues will be able to access the pension scheme at the Foundation:

3% from the employee

3% from the employer

\*Eligibility criteria applies

## LIFE ASSURANCE



Unfortunately, we all have to be prepared for every eventuality and therefore the club provides the following cover:

- Four times your basic salary

The life assurance policy is held by a third party insurer and covers all members of staff. (Restrictions and eligibility criteria apply)

- Aged between 16 and 75 years old

\*Restrictions and eligibility criteria apply

## EYE TESTS

Colleagues who use display screen equipment or drive as a core part of their role for 50% or more of their working time can apply, through Specsavers for:

- Free eye test
- Discounted glasses or lenses



## WORKFORCE DEVELOPMENT



Our workforce development package:

All our staff are registered on the Educare system and can access hundreds of different online training.

Including interactive training courses that provides staff with further skills and development.

Opportunities for Level 3 & Level 5 management training to create our future managers.

The Coaching Manual - World class coach education, world's best content (Over 4000 pieces of content available)



## ELECTRIC CAR SCHEME

Subject to eligibility\* Employees can qualify for the electric car scheme and a variety of electric vehicles across a number of brands and models.





# OUR CORE VALUES

## PROFESSIONAL

We are professional in every aspect of our delivery.

## PASSION

We are passionate about what we deliver for Shrewsbury Town Football Club, and how we can make a difference for the community we live in.

## INCLUSIVE

We are committed to support all of our participants regardless of race, gender or ability and will ensure that our programmes reflect this.

## PROACTIVE

We are determined to be forward thinking, innovative and ambitious in continually looking to improve our performance and impact.

## FUN

We want all participants to share our enjoyment and enthusiasm in what we deliver – in a fun and safe environment.

## CARING

Our workforce cares a lot about our work and local community.

# APPLICATION PROCESS

All applications must be submitted to our admin team, detailing why you would be suitable for the role.

Please note that closing date for this role may close earlier if the right candidate applies.

**Application Deadline:** 2nd June 2023

**Interview Dates:** W/C 5th June 2023

**Start Date:** ASAP

All candidates shortlisted for interview will be informed by email or phone by 5:00pm on Monday 5th June 2023. If you have not been contacted by this date it means that you have been unsuccessful and not shortlisted on this occasion.

For more info please email: [admin@foundationstfc.co.uk](mailto:admin@foundationstfc.co.uk)

## SAFEGUARDING STATEMENT

SHREWSBURY TOWN FC FOUNDATION IS COMMITTED TO SAFEGUARDING THE WELFARE OF CHILDREN AND ADULTS AT RISK AND REQUIRE ALL EMPLOYEES TO SHARE THIS COMMITMENT AND PROMOTE THE WELFARE OF THESE GROUPS.

APPLICANTS WILL BE ASKED ABOUT ANY PREVIOUS CONVICTIONS, CAUTIONS, REPRIMANDS, INCLUDING THOSE THAT ARE CONSIDERED 'SPENT' AS DEFINED BY THE REHABILITATION OFFENDERS ACT 1974 (EXCEPTIONS) ORDER 1975 (AMENDED 2013). APPOINTMENT TO THIS ROLE IS SUBJECT TO A SATISFACTORY DBS CHECK AND REFERENCES.

## EQUALITY STATEMENT

SHREWSBURY TOWN FC FOUNDATION IS COMMITTED TO CREATING AN INCLUSIVE AND DIVERSE ENVIRONMENT AND IS PROUD TO BE AN EQUAL OPPORTUNITY EMPLOYER. QUALIFIED APPLICANTS WILL RECEIVE CONSIDERATION FOR EMPLOYMENT WITHOUT REGARD TO RACE, ETHNICITY, RELIGION OR BELIEF(S), GENDER, GENDER IDENTITY OR EXPRESSION, SEXUAL ORIENTATION, MARITAL STATUS, DISABILITY, AGE OR WITH REGARDS TO PREGNANCY OR MATERNITY.





**FOUNDATION.**  
THE CLUB'S OFFICIAL CHARITY