

**Job Profile**

**Role Title** Foyer Futures Coordinator
**Department** Foyer Futures
**Salary** £23,632 - £27,090 (depending on experience)
**Working hours** 36.25 hrs per week

**Why? – To prevent and mitigate the impact of tough life challenges on young people**

**What?** – Support young people inspiring them to build confidence, recognise their ambitions and engage in achieving their goals and line manage small team of Development Coaches.

**Key Competencies**

* Ability to play a leading role in providing support to the daily operational management of the service – partnership, contract, impact and financial
* Build meaningful relationships with young people, the team and key stakeholders based on honesty, compassion and trust
* Understanding of and ability to manage impact data to report on, continually improve and share insights about the service
* Work with young people to understand barriers and coproduce solutions
* Provide ongoing line management support to direct reports and develop talent

**Behaviours**

* Demonstrates a belief in young people and their potential,
* Models’ inclusive behaviour when interacting with young people, the team and all stakeholders
* Appreciates and encourages teamwork and flexibility
* Non-judgemental and empathetic
* Combines curiosity with compassion and strong desire to get it right for every young person

**Qualifications & Experience**

* Experience working with young people including child and adult protection
* Understanding of drug and alcohol misuse
* Experience managing and developing people
* Experience in and/or aptitude for managing projects
* Ability to work autonomously and multi-task
* Excellent organisation skills
* Excellent communication and influencing skills
* Knowledge and understanding of equalities and diversity from a youth perspective
* Competent digital skills including but not limited to Microsoft Office