



# Role Profile

## Neighbourhood Engagement Officer

**Role Reports To:** Head of Foundation/Partnerships Manager

**Role Purpose:** To manage the internal relationships across all club departments, to ensure the Foundation is embedded and highly regarded within all club activities. To manage external partnerships with community and education partners, as well as key stakeholders to ensure the Foundation are best placed to have a significant impact in its work and continue to grow.

### Main Responsibilities and Accountabilities

- Manage the 'Supporting Our Own', Corporate Social Responsibility programme
- Encourage and facilitate a wide range of social action programmes including volunteering, community advocacy, mentoring and physical social action projects to contribute to community regeneration and civic pride
- Supporting both individuals and groups in raising their aspirations and attainment through a range of qualifications, courses and connecting employment opportunities with Aston Villa Football Club, club partners and large local employers
- Working with local voluntary and community groups of all shapes and sizes, establishing relationships, exploring project delivery partnerships and facilitating capacity and infrastructure development amongst these organisations
- Support local organisations with their ongoing programmes to ensure they are more sustainable and have a bigger impact and wider reach in their community
- Connecting with community groups and organisations, encouraging closer collaborative working and integrating individuals and groups from a range of backgrounds with the common purpose of improving the local area
- Coordinate events to celebrate the work of the community and raise awareness of local needs and agendas
- Take responsibility on your sessions and activities for critical business functions such as human resources, health and safety, safeguarding, and equality and diversity ensuring compliance with Aston Villa Foundation policies, legislation and best practice
- Any other reasonable duties and responsibilities which your manager or another senior officer of the Foundation asks you to perform

### Key Skills & Experience

- To have an understanding the challenges faced by people from disadvantaged backgrounds and priority neighbourhoods
- Create and develop strong partnerships with neighbourhood organisations and local support agencies
- To facilitate the development of skills, confidence and knowledge of community organisations
- Advocate the power of 'community' in addressing youth crime/ASB, health and deprivation inequalities
- Plan, mobilise and promote training opportunities to upskill the local front-line workforce
- Support organisations in identifying their vision for development and how they can help their community
- Experience of planning, managing and coordinating events
- Excellent communication and interpersonal skills, with the ability to communicate with people at all levels
- The ability to work collaboratively with a range of partners for common goals

*Aston Villa Football Club is an inclusive institution that provides a welcoming environment to supporters, the local community, customers, employees, contacts and competitors. We want to ensure that the Club and all its subsidiaries are free from discrimination of any kind, embracing all regardless of age, race, disability, gender reassignment, pregnancy and maternity, sexual orientation, marriage and civil partnership, sex (gender), religion or belief.*