



Role Profile

Villa Vision Project Manager

Role Reports To: Health Manager

Role Purpose: Working alongside Aston University, the Villa Vision Project Manager (with a relevant optometry qualification) will oversee a project that delivers free eye screenings and tests to children in inner-city schools, providing free glasses to those who need them. The role will include overseeing a programme of volunteering amongst undergraduate optometrists, as well as working alongside the Schools Manager to plan and coordinate a timetable of delivery in schools, and to create an exciting classroom curriculum, designed to increase awareness around eye-health amongst children and young people in Birmingham.

Main Responsibilities and Accountabilities

- Design and lead the delivery of an interactive program of learning on eye health in primary, secondary schools and community settings
- Work alongside the Foundation Schools Manager to timetable an annual work programme delivering the Villa Vision project in local primary and secondary schools to promote eye health
- Coordinate the project activities on site – organizing a programme of mass eye-screenings in schools and personally undertaking eye tests for those that need them, in line with agree Premier League/ PFA targets
- Examine patients' eyes to detect vision defects and signs of injury, disease or abnormality
- Work with schools to measure the impact of the project in terms of attendance, engagement and academic achievement for those pupils receiving glasses
- Create a calendar of Aston Villa match day activations and relevant community events in Birmingham to deliver the Villa Vision project in order to reach targeted groups
- Lead on all aspects of the marketing, promotion and awareness of the Villa Vision project
- First and central point of contact for the project partner Aston University, including management and oversight of a student volunteering programme supporting school-based activity and eye screenings
- Complete all monitoring, evaluation and impact reports as required by funders and key stakeholders
- 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

- Must be registered with the General Optical Council (GOC)
- Hold a minimum 2:1 BSc or equivalent in a GOC-approved optometry course
- Experienced and suitably qualified to undertake eye screening and full eye medical examinations
- An interest in football, sport and physical activity
- An ability to work on own initiative or as part of a team, and to give leadership and direction to others
- A creative thinker with the ability to execute ideas on how to promote eye health in innovative ways
- Excellent written and verbal communication skills and an ability to communicate with people at all levels
- Outstanding attention to detail and excellent time and task management skills
- Must have a full clean driving license and be comfortable driving a long-wheel base van

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