

Disability and Inclusion Officer

Reporting to:	Active Communities Manager
Key Stakeholders:	Life Leisure operations teams, managers, partner organisations and the community.
Organisation's purpose:	We exist to improve the lives of others.
Responsible for:	Reporting to the Active Communities Manager, this role will support the implementation of improvements to embedding inclusivity across the organisation and establishing new partnerships with organisations across Stockport to increase opportunities for all. You will inspire communities across Stockport to embed inclusive practices and promote welcoming environments for all disabled people, whilst role modelling our WATCH principles. As Disability and Inclusion Officer you will ensure that projects are aligned with Life Leisure's Purpose and Mission.
Hours:	37 hours per week (flexible arrangements can be discussed)
Location:	Support Office/Life Leisure Houldsworth Village
Salary:	£28,193

About you:

You are an ambitious person who strives for success, and you celebrate that success with your team. Whilst you have strong drive, you recognise that in order for us to truly improve lives across the borough, we must work together as ONE team.

You care passionately about your communities, customers and colleagues and you take the time to check in on your own wellbeing as well as others.

We are looking for role models of our WATCH principles and looking for an individual who works well with others to support families and communities of children with SEND and adults with disabilities.

Person Specification:

Essential Skills, Qualifications, Experience, Abilities & Knowledge:

- Previous experience of working in an inclusion role or similar.
- Previous experience of working with and supporting adults, children and young people with complex additional support needs in a sport and physical activity setting.
- Experience in leading and managing of projects in areas of education, sport, health and/or leisure industry.
- Experience to identify good practice and promote the role of physical activity (including sport, play, health, and active travel) to adults with disabilities and children and young people with Special Educational Needs or Disability (SEND).
- Experience of developing community interventions to positively impact behaviour change.
- Experience of delivering inclusive provision and opportunities.
- Experience of developing and improving stakeholder relationships both internally and externally.
- Ability to work on their own initiative and to work as part of the wider Active Communities team.
- Ability to work with multiple stakeholders and teams.
- Ability to work in a fast-paced environment.
- Effective project management skills.
- Strong administration and organisational skills.
- Computer proficient with Microsoft Office packages.
- Excellent communication and interpersonal skills.

Desirable Skills, Qualifications, Experience, Abilities & Knowledge:

- Educated to degree level or equivalent in working with adults with disabilities and children with SEND, and/or sports.
- Fitness or sport coaching qualifications.
- Knowledge of Stockport's Active Communities strategy.
- Experience of listening and working with people with lived experience to co-design activities and respond pragmatically to feedback.
- Experience of improving the workforce and Stockport's sporting community through training and development opportunities.
- Experience of innovative practice when working with adults, children and young people with complex additional needs.

We would love to hear from you if you are interested but only meet some, not all of the criteria.

Job Duties:

General

- Support the implementation of improvements within our Hubs, programmes and workforce to create a more inclusive environment for all.
- Support the development of new partnerships and strengthen current partnerships to improve inclusivity across Stockport.
- Delivery of our programmes and interventions in our facilities and in the community that are inclusive and focus on supporting children with SEND and adults with disabilities.
- Support Sport and Activity clubs to improve understanding and knowledge with improving access and inclusivity at their club/in their club settings.
- Deliver physical activity and enriching activities on programmes such as our Holiday Activity and Food programme.
- Produce internal and external reports on the above projects, using local and national insights as well as learnings from other BF projects and programmes to provide BF colleagues, from HQ to Board level, with relevant and useful updates on progress being made against targets and objectives.
- Be a point of communication for communities and customers to listen effectively and support the co-production of our services.

Programme Support

- Deliver on our programmes alongside coaches and coordinators to support the implementation of our programmes (listed below).
- Support the “Place Partnerships” in Stockport to deliver towards KPI’s and wider Active Communities strategy outcomes.
- Support the implementation of our Life Leisure programmes including SEND Stay and Play, Inclusive Fitness, Adapted bike sessions and Swimming provision.
- Implementing SEN family swim session, Family Inflatable Swim sessions and Inclusive Swimming sessions at our Hubs and support the consultation with parents to understand the potential barriers.
- Support the understanding and knowledge of our swim team and active communities coaches in partnership with LUSU and the Seashell Trust – training courses and scheduled inclusive training.
- Support the development of SEND inclusion principles and SEND specific sessions within our Life Leisure Kids programme.
- Support the partnership and oversight of the Parents SEND Physical Activity Forum within Life Leisure.

Marketing

- Guiding centres and other departments on inclusive content and the most effective channels/ tactics to meet their needs in-line with Life Leisure’s style and branding guides.

- Support the team in the production of inclusive and accessible content on the Life Leisure websites.

Projects and Event Support

- Provide support for ongoing projects within Life Leisure and manage a variety of projects as required.
- Support at community events and open days, including weekend and evening working when required.
- Helping to set up and dismantle events efficiently through to completion.
- Support the marketing team on sourcing branded items for events, suitable for the target audience, to arrive on time and in a presentable condition.

“Inclusion is everyone’s responsibility and by building on the foundations to promote, connect and provide we will continue to build on the positive outcomes to support our communities.”

How To Apply

To apply for this role, please send your CV and supporting statement answering the following questions to ross.mcguigan@lifeleisure.net

SUPPORTING STATEMENT QUESTIONS*

Role Title: **Disability and Inclusion Officer**

Please answer the following question(s) in your supporting statement.

1. Please describe why you would like to work within the Active Communities team at Life Leisure and outline what relevant experience you have that makes you the ideal candidate for this role.
2. Please describe the most successful inclusive project that you’ve worked on and explain what you did to meet your target.

When answering above questions consider using the [STAR method](#) to allow the panel to get the most from your response.
