

**VACANCY NOTICE**

**Inclusion and Engagement Officer**

**Full time, 37 hours per week – NS 7 £24,496 - £25,878 pa**

**£12.70 - £13.41 per hour (Pending Pay award April 2023)**

**Active Lifestyles Officer**

**Full time, 37 hours per week – NS 7 £24,496 - £25,878 pa**

**£12.70 - £13.41 per hour (Pending Pay award April 2023)**

Active4Today is looking to recruit two individuals to join the sports development team, working across Newark and Sherwood. The posts will work with partners to attract more funding and ultimately provide greater opportunities for residents in the district to be active. This may include in leisure centres, sports clubs, community settings or within local businesses so being flexible and adaptable in the approach is vital.

We need people who are passionate and well organised with great communication skills to join the team. Experience of the barriers to participation and how to overcome these is a must so that we make a lasting impression on people’s lives, by improving their health and wellbeing and supporting them to become more active.

The Inclusion and Engagement Officer will take the lead on developing inclusive and accessible activities across our leisure centres and partner sites, and engage with local clubs to support their volunteer base through our recognised volunteering scheme, VISPA. The role will support Active4Today’s grant aid scheme and bursaries, advertising the funding that’s available and supporting local clubs and individuals to make applications and ultimately, enable more people to be physically active.

The role of the Active Lifestyles Officer will focus on the exercise referral programme and promoting the benefits of physical activity to people with long term health conditions. Building relationships with local employers around health and wellbeing in the workplace and the opportunities for developing the corporate membership offer for their workforce is also a key work area for this position.

As with all jobs in leisure, you need to be able to work as part of a team, work to tight deadlines and be flexible in working arrangements. You will work across the district, with regular visits to community clubs and employers, as well as office space at our leisure centres in Newark, Ollerton, Blidworth and Southwell.

In return, we offer excellent terms and conditions which include:

* Flexible hours and hybrid working, with 3 days in the office and 2 days at home
* An employee training programme that gives everyone the opportunity to learn the skills they need to unlock and fulfil their potential
* Discounted access to the Company fitness and children membership packages
* Branded uniform
* Contributory pension scheme

For an informal discussion about the post, please contact Kelly Evans on 01636 655780.

For application forms, job description and person specifications for the roles please visit our website [www.active4today.co.uk](http://www.active4today.co.uk)

Successful applicants will be contacted by email to attend interview.

Closing date for receipt of applications Monday 2nd October at 12 noon

Interviews will be held on Thursday 12th October 2023

Active4Today Ltd is the preferred operator of Newark and Sherwood District Council Leisure Centres and Sports Development.