



WOMEN & GIRLS DEVELOPMENT MANAGER

CANDIDATE PACK



OFFICIAL CHARITY OF
SALFORD CITY FC

WELCOME TO SALFORD CITY FC FOUNDATION

Thank you for your interest in becoming the Women & Girls Development Manager at Salford City FC Foundation. It's an incredibly exciting time to join the Charity as we continue our journey to make a positive difference to the lives of people in Salford and beyond.

Salford City FC Foundation, formerly Foundation 92 is the official charity of Salford City Football Club, dedicated to creating positive opportunities for people across Salford and beyond through sport, wellbeing, education, and inclusive community engagement. Rooted in the local community and inspired by the unifying power of football, the Foundation works to make a lasting and meaningful difference in the lives of those it serves.

With strong connections to the Club and its heritage, Salford City FC Foundation delivers a wide range of programmes designed to support individuals of all ages and backgrounds. By providing safe, inclusive, and supportive environments, the Foundation enables participants to build confidence, develop essential life skills, and improve their overall wellbeing.

About the Role

Working throughout the community in Salford and beyond, Salford City FC Foundation is proud to deliver a wide and diverse range of high quality, high impact, sustainable health improvement, education, physical education and inclusion provision, which enables members of the community to lead healthy, positive and progressive lifestyles.

Salford City FC Foundation has experienced significant growth within its Women and Girls provision, creating the need for a dedicated Women and Girls Development Manager to provide strategic leadership across all girl's football programmes. The role will directly manage the Girls Emerging Talent Centre (ETC), KeepHers, Girls Development Centres and any future Change Makers programme, whilst providing organisation-wide oversight for all Women and Girls-related activity delivered across Salford City FC Foundation.

We look forward to receiving your application.



WELCOME TO SALFORD CITY FC FOUNDATION

Salford City FC Foundation, formerly Foundation 92 is the official charity of Salford City Football Club, dedicated to creating positive opportunities for people across Salford and beyond through sport, wellbeing, education, and inclusive community engagement. Rooted in the local community and inspired by the unifying power of football, the Foundation works to make a lasting and meaningful difference in the lives of those it serves.

The Club has a growing fan base and heightened profile, supported by local people as well as those from further afield. Some people from the local community face significant challenges on a daily basis and the Class of '92 wanted to help and support people to overcome some of those challenges, starting in Salford and then Greater Manchester.

The Foundation's work is centred around three key areas: health and wellbeing, education and employability and community engagement. Across these areas, it delivers impactful initiatives tailored to meet local needs. Its health and wellbeing programmes encourage active lifestyles while supporting mental health and emotional resilience.

Through education and employability pathways, the Foundation helps young people gain valuable skills, qualifications, and experiences that support their progression into further education, training, or employment.

A key priority for Salford City FC Foundation is strengthening communities and creating a sense of belonging. Through inclusive activities, outreach programmes, and collaborative projects, the Foundation works to reduce social isolation and bring people together.

OUR SERVICES



EDUCATION &
EMPLOYABILITY



HEALTH &
WELLBEING



COMMUNITY
ENGAGEMENT

OUR MISSION

"To be a leading force in transforming lives across Salford and beyond, engaging more of our community in sport, wellbeing and education programmes."

"We empower, educate and improve lives, by reducing inequalities and creating opportunities for the people of Salford."

THE ROLE



Job Title:	Women & Girls Development Manager
Reporting to:	Senior Community Engagement Manager
Number of roles available:	1
Key Relationships:	All Foundation 92 Staff.
Hours of work:	37.5 hours per week
Location:	Salford.
Salary:	£30,000.00 - £32,000.00
Contract:	Full Time.

JOB DESCRIPTION

Working throughout the community in Salford and beyond, Salford City FC Foundation is proud to deliver a wide and diverse range of high quality, high impact, sustainable health improvement, education, physical education and inclusion provision, which enables members of the community to lead healthy, positive and progressive lifestyles.

Salford City FC Foundation has experienced significant growth within its Women and Girls provision, creating the need for a dedicated Women and Girls Development Manager to provide strategic leadership across all girl's football programmes. The role will directly manage the Girls Emerging Talent Centre (ETC), KeepHers, Girls Development Centres and any future Change Makers programme, whilst providing organisation-wide oversight for all Women and Girls-related activity delivered across Salford City FC Foundation.

Key Responsibilities-

- Lead the strategic planning, coordination and delivery of Salford City FC Foundation's Women and Girls related provision, ensuring programmes are of the highest quality and aligned to the Foundation's vision and values.
- Take overall responsibility for the successful operation and continual development of the Girls Emerging Talent Centre (ETC), KeepHers programme, Girls Development Centres and any future Change Makers programme.
- Oversee the development of the Lionesses pathway between Salford City FC (Club) and Salford City FC Foundation.
- Act as the organisation's lead for Women and Girls football, providing guidance, support and quality assurance to all departments delivering female-specific football activities.
- Work collaboratively with colleagues across Community Engagement, Education and other departments to ensure consistency and excellence across all Women and Girls football provision.
- Recruit, induct, manage, mentor and support coaching staff and volunteers working across Women and Girls football programmes.
- Develop clear player pathways, creating opportunities for players to progress through Salford City FC Foundation programmes and into appropriate football opportunities.
- Build and maintain strong relationships with The FA, Manchester FA, schools, local clubs, community organisations and other key stakeholders to enhance participation opportunities.
- Ensure all programmes operate in line with FA regulations, safeguarding requirements and Salford City FC Foundation policies and procedures.
- Lead on programme planning, curriculum design and session quality, ensuring engaging, inclusive and age-appropriate football experiences.
- Monitor programme performance against agreed KPIs, maintaining accurate records and producing reports for internal and external stakeholders where required.
- Manage programme budgets and resources effectively, ensuring value for money and efficient use of equipment and facilities.
- Identify opportunities for growth, funding and new partnerships that support the continued development of Women and Girls provision across Salford City FC Foundation.
- Support the promotion and marketing of Women and Girls programmes, working alongside the Communications team to increase participation and raise the profile of Women and Girls provision.
- Ensure safeguarding and participant welfare remain at the forefront of all decision-making, reporting concerns in line with Salford City FC Foundation safeguarding procedures.
- Represent Salford City FC Foundation professionally at meetings, events, competitions and partnership forums.
- Support wider Salford City FC Foundation programmes and organisational events where required.

ABOUT YOU

The Post holder will have:

- Excellent interpersonal skills
- Excellent communication skills
- Excellent eye for detail
- Extensive experience and understanding around the ongoing impact and data capture of provision within the community, ensuring all programme and service user outcomes are celebrated.
- The ability to work towards and achieve targets set both internally by Salford City FC
- Foundation and external partners.
- Excellent IT skills.
- The ability to work under pressure and to tight deadlines.
- Ability to work independently and as part of a team.

This person will be:

- Self-motivated
- Hard working
- Enthusiastic
- A team player

The post holder will be expected to:

- Act with honesty and integrity at all times
- Demonstrate high standards of personal conduct
- Value and respect colleagues and other members of staff
- Work with others to develop and improve our services
- Take personal responsibility for their words and actions & the quality of service they deliver.



JOB SPECIFICATION

Job Type: Full-time

Pay: £30,000-£32,000 per year

Schedule

- Overtime
- Weekend availability

Benefits

- Company Kit
- Company pension
- Employee discount

Licence/Certification:

- Driving Licence (required)

Work Location: In person

Reference ID: Women & Girls Development Manager



HOW TO APPLY

In order to apply, you should submit the following to the HR Manager at Salford City FC Foundation; at: **recruitment@salfordcityfc.co.uk**

- A one page statement
- A current CV
- Two references to support your application

All applicants will be notified whether they are invited to interview or unfortunately unsuccessful on this occasion.

Please put 'Women & Girls Development Officer' in the subject line of your email.

Should you wish to have an informal conversation about the role, please contact;

HR Manager at Foundation 92
Recruitment@salfordcityfc.co.uk

TERMS & CONDITIONS

Confidentiality

Any information relating to people contacted by the Charity acquired in the course of duty must be treated in strictest confidence and must be discussed only within the confines of the work setting with the appropriate members of staff. Any information relating to staff acquired in the course of duty must be treated in the strictest confidence and must be discussed only with senior staff members.

Disclosure

Because of the nature of the work for which you are applying, this post is exempt from the provisions of the Rehabilitation of Offenders Act 1974 by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975. Applicants are not entitled, therefore, to withhold.

information about convictions which for other purposes are 'spent' under the provisions of the Act. In the event of employment, any failure to disclose such convictions could result in dismissal or disciplinary action by the Charity. Any information given will be completely confidential. Salford City Football Club is registered with the Disclosure and Barring Service for the purposes of obtaining Disclosures and is committed to the Disclosure Code of Practice.

The Club will work with the Foundation to support this process until such time that it is registered. The Charity has a Policy on the recruitment of ex-offenders and on the secure storage of Disclosures in line with the requirements of the Code of Practice (all available on request). Further information can be obtained from: <http://www.disclosure.gov.uk/>

If you are successful in your application, you will be required to obtain a Disclosure at the level decided upon by the Board of the Foundation.

Safeguarding is everyone's responsibility. Employees must always have regards for the need to safeguard and promote the welfare of children and vulnerable adults in line with legislation. Employees must follow safeguarding policies and procedures and reporting mechanisms to raise safeguarding concerns and keep up to date with safeguarding training as required.



FOUNDATION

Registered
Charity Number:
1180246

Visit us online:
www.salfordcityfcfoundation.org

Connect with us on Social Media
@SalfordCityFCFoundation