



## **NCS Assistant Wave Lead**

### **What is Lancashire Cricket Foundation?**

The Lancashire Cricket Foundation (LCF) works across the North West to develop and deliver a range of projects, programmes and events designed to engage, excite, inspire and improve individuals and communities through cricket.

Established as the official charity of Lancashire Cricket, LCF provides governance for the recreational game and high quality experiences that make a positive difference to the lives of individuals and communities we engage in order to grow the appeal of the game at all levels.

### **What is National Citizen Service?**

[The National Citizen Service \(NCS\)](#) is a fantastic opportunity open to all 15 to 17 year-olds across England, providing them with skills and experiences that can't be learned in the classroom. We aim to support participants' personal and social development and help them develop the confidence, skills and attitudes they need to take on active roles in their communities and develop themselves for their own future.

## **Assistant Wave Lead**

### **Job Description:**

We are looking for motivated, well organised and enthusiastic individuals who can assist an NCS Wave Lead to support and inspire a wave of approximately 64 young people and staff during the residential phases of an intensive 4-week programme. You will oversee the support of young people to ensure they can engage with the NCS programme to their capacity and that staff feel supported and empowered to support their team. You should have a range of experience and knowledge supporting young people with a variety of needs.

The NCS Programme is divided into three delivery phases:

- **Phase 1: Be Epic** - *4 nights away Residential.*

You will go away with your team for four nights and five days for outdoor adventure, new challenges and team-building activities in the Yorkshire Dales.

- **Phase 2: Live Life** - *4 night away Residential*

Away residential at university student accommodation in Manchester city centre. You will support your team to develop independent living skills and help them get to know their local community.

- **Phase 3: Do Good** - *Social action in the local community (non-residential)*

You will support your team to design and implement a project that will make a real difference to their local community.

**Phase 4: Go Party – Celebrate with you team at graduation.**

**Role Responsibilities:**

As Assistant Wave Lead, you will need to encourage, motivate and inspire staff to support their teams of NCS participants and to provide one-to-one support to specific young people. Your main duties will include but are not limited to:

- Supporting the Wave Lead as they lead, motivate, direct, and encourage a seasonal staff team of up to 13 to facilitate young people completing all phases of the NCS programme.
- Assisting the NCS Wave Lead to ensure all safeguarding, data handling, and health and safety requirements are in place to protect NCS Participants and staff.
- Manage safeguarding or health and safety incidents as directed by NCS Wave Lead and NCS Programme Lead with tact and diplomacy.
- Using your knowledge and previous experiences; provide advice, best practice, and support for team leaders to deliver an inclusive curriculum so all young people on programme can engage.
- Offer one-to-one support to specific young people with inclusion needs, and assert yourself as their designated “go-to” person if needed.
- Oversee medicine management on programme, this may include holding medication, providing reminders, and assisting in the administration of medication if required/appropriate.
- Support Team Leaders with managing challenging behaviour
- Support the Wave Lead in ensuring all participant registers and relevant paperwork (including risk assessments, safeguarding reports, incident reports, and medicine management) are completed within agreed timelines and kept secure inline with Lancashire Cricket Foundation’s GDPR policy.
- Engaging and building positive relationships with young people and their parents/carers
- To undertake any other duties which can be reasonably expected of you within the level of your job.

**Qualifications:**

- A-levels or equivalent
- A strong understanding of Health and Safety, Safeguarding and data handling practices
- Knowledge of the NCS programme
- Substantial experience of working directly with young people from a wide variety of backgrounds and with a wide variety of needs.
- Experience of planning, delivery and evaluation of activities for and with young people
- Experience of working in a residential setting with young people with a wide variety of needs
- Able to work within a flexible timetable and to commit to at least one contract length (2 weeks).

**Additional Information:**

**Dates of work:** 20th July - 25th August 2020 (Various dates available)

**Contract length:** 2 weeks

**Payment:** Earn up to £1,000 for the Summer 2020 programme

**Reports to:** NCS Wave Lead

**Level of DBS Disclosure required:** Enhanced

**Accommodation, meals and transport:** Provided for residential weeks one and two

**Assessment days:** 14<sup>th</sup> March 2020, 5<sup>th</sup> April 2020

**Location:** Central Manchester, Old Trafford, and Salford

**Deadline:** April 1<sup>st</sup>, 2020

This post will involve overnight stays and it will also involve some evening and weekend work. All roles are subject to references, an enhanced DBS, and you must complete all online and face to face mandatory training prior to your role commencing.

**Equal Opportunities:**

We are an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees. Any information regarding reasonable adjustments please don't hesitate to contact Hayley Blundell at the email address below.

If you think you have the passion and enthusiasm to become part of our team and wish to apply for this role please fill out the application and send your CV to Hayley Blundell, NCS Programme Lead, Lancashire Cricket Foundation at [Hblundell@lancashirecricket.co.uk](mailto:Hblundell@lancashirecricket.co.uk).