



FOUNDATION



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Foundation Activator

Port Vale Foundation use the power of Port Vale Football Club *to enable lasting well-being by igniting greater ambitions and creating social connections for our communities.*

We are a values-led organisation and strive to live and breathe them each and every day. Our values are:

Extraordinary - *Good people doing extraordinary things.*

People-Centred - *Placing people at the heart of everything we do by caring, while driving and developing them to realise their highest potential.*

Tenacious - *Determined and resilient in the pursuit of success.*

Valiant - *Bold in the decisions we make and the actions we take.*

Respectful – *maintaining a mutual respect between the club and our stakeholders (supporters, community, staff and partners).*

In order to fulfil our mission, we are actively looking to contribute to local, regional and national priorities, using the Port Vale Football Club Foundation brand to positively impact on a range of agendas such as increasing sport and physical activity, improving health, increasing education standards and improving community cohesion. Our tactics to approach this are summarised through the three P's:

- **People first** - We are people first, supporting people to be the best version of themselves
- **Place matters** - There's no town called Port Vale – but there's a spirit behind the name.
- **Partnerships that punch** - We might be able to go where others can't, but we don't go it alone.

To focus and influence the Port Vale FC Foundation in achieving our mission whilst supporting and tackling local priorities, our work is categorised under two core areas:

- Community and Cohesion – building belonging
- Education and Skills – powering potential

Role title: Foundation Activator
Role reports to: Education & Skills Manager
Hours: full time/ part time dependent Pay scale: 24-25.5k (annual salary)
The role:
The role of the Foundation Activator is to work as a key delivery staff member, responsible for working directly with participants across a wide range of education and community initiatives. This role will create safe, engaging, and inclusive sessions that build confidence, provide opportunities, and strengthens the potential of our community. By developing meaningful relationships and tailoring support to individual and group needs, Activators will play a vital role in helping people of all ages feel part of something bigger. This role will predominantly work across our education provision in local schools and also across our youth inclusion community work, whilst having the opportunity to support the wider foundation activation.
Main responsibilities & accountabilities:
- Deliver high-quality, inclusive sessions across a range of settings including schools, colleges, and community venues. This could be educational lessons, youth-led opportunities or community. - Build trusted relationships with participants to encourage regular engagement, inspiring confidence, resilience, and development. - Support the aims of specific education and community programmes, particularly around engagement, well-being and aspiration. - Adapt delivery approaches to suit the needs of diverse groups, including young people, families, and isolated or disadvantaged adults. - Work collaboratively with colleagues across the Foundation to ensure consistent, joined-up delivery. - Contribute to the planning and evaluation of programmes, gathering feedback and evidence of impact alongside leads. - Promote the values of the Foundation, acting as a positive role model for participants. - Ensure safe delivery, adhering to safeguarding, health and safety, and organisational policies. - Support leads and managers in the smooth running of projects, occasionally stepping into different programme areas as needed.

Key skills and experience:

- Experience of delivering and leading activities related to education, sport, or within youth/community settings
- Strong interpersonal skills, with the ability to engage, motivate, and inspire learners from all backgrounds.
- Understanding of the barriers faced by local community groups particularly across Stoke-on-Trent, and how to adapt delivery accordingly.
- Ability to deliver inclusive and engaging sessions that promote confidence, aspiration, and skills.
- Knowledge of safeguarding and a commitment to creating safe environments for participants.
- Flexible and adaptable approach, with the ability to work across multiple programme areas when required.
- Good organisational skills, with the ability to manage time effectively and support wider team objectives.
- Enthusiasm, creativity, and passion for using education to improve life chances and progression opportunities.

General:

- To uphold and promote the values of the Port Vale Foundation at all times.
- To act as an ambassador for the Foundation and the football club, ensuring professional conduct and presentation.
- To contribute to a culture of continuous improvement, supporting innovation and learning across the organisation.
- To work flexibly, including evenings, weekends, and match days where required.
- To undertake any other duties consistent with the level of the post as reasonably required by the Head of Foundation.