

BRADFORD CITY
COMMUNITY



FOOTBALL CLUB
FOUNDATION

PREMIER LEAGUE INSPIRES COORDINATOR APPLICATION PACK

To apply for the role please click [here](#).

WHO WE ARE

Bradford City FC Community Foundation is the official charitable arm of Bradford City AFC. Guided by our vision — *“Working together to inspire and unite our city”* — we use the power of sport to create positive, lasting change across the Bradford district.

Established in 1988 and a registered charity since 2007, we deliver inclusive, high-impact programmes in sport, education, health, and social inclusion. Our work supports people of all ages and backgrounds, with a strong focus on those who need it most.

Each year, we engage thousands through school coaching, disability sport, mental health support, community events, and inclusive matchday experiences. Our City Hub and other outreach initiatives provide safe, welcoming spaces where individuals and families can thrive.

With a dedicated team and strong community partnerships, we generate over £13 million in social value annually — helping to build a stronger, healthier, and more connected Bradford.

ABOUT THE PROJECT

Premier League Inspires is the Community Foundation’s newest Premier League-funded project, a personal development programme which was developed by the Premier League and professional football clubs in 2019. The programme uses the power of football and professional football clubs to inspire young people aged 11-18. The project creates life changing opportunities and empowers participants to develop personal, social, employability and life-skills through a series of regular face-to-face group sessions, one-to-one mentoring, workshops and social action projects, providing pupils with the help they need now and supporting them to plan for their future.

We recognise that young people today face a variety of ever-evolving challenges, with more than ever experiencing mental health issues and barriers to their achievement in education. Through PL Inspires, we aim to support young people in overcoming these barriers in education, equipping them with the skills, attitude and aspiration to succeed.

PREMIER LEAGUE INSPIRES COORDINATOR

Contract Length: 3 Years Fixed-Term

Contract Hours: 35 hours

Start Date: September 2025

Location: Bradford City FC Community Foundation

Reporting To: Head of Premier League and Sport Development

Salary/Hourly Pay: £24,042

ABOUT THE ROLE

Bradford City FC Community Foundation is seeking a passionate and driven individual to coordinate and deliver our Premier League Inspires programme. This role is central to supporting young people aged 11–18 across Bradford, providing personal development opportunities that empower them to overcome challenges and realise their potential.

Working in schools and college settings, the successful candidate will deliver high-quality sessions, build strong relationships with partners, and act as the key point of contact for the project. Using the power of the Bradford City FC and Premier League brands, you will play a pivotal role in inspiring positive change among young people in our community.

CORE RESPONSIBILITIES

- Lead the planning, delivery and coordination of the Premier League Inspires programme across secondary schools and colleges in Bradford.

- Deliver engaging personal development sessions to young people in both group and one-to-one settings.
- Build meaningful relationships with young people facing barriers to education or participation, demonstrating empathy, trust and care.
- Maintain high standards of delivery across all sessions, ensuring a wide range of relevant and impactful topics are covered.
- Develop and sustain strong partnerships with schools to support long-term programme success and growth.
- Accurately record attendance and upload participant data weekly using Salesforce.
- Support monitoring and evaluation of the programme, including the collection and analysis of impact data and participant feedback.
- Provide regular progress updates and KPIs to the Head of Premier League and Sport Development.
- Collect case studies and contribute to written reports for the Premier League Charitable Fund.
- Report any safeguarding concerns or incidents through CPOMS in line with organisational policies.
- Ensure compliance with all relevant policies including safeguarding, health and safety, GDPR, and the Equality Act 2010.
- Champion equality, diversity and inclusion across all areas of work.

Please note that this job description serves only as a guideline for your responsibilities and is not a definitive list. As with any small, developing organisation, staff roles can be subject to change to meet new priorities and therefore you may, on occasions, be required to take on other responsibilities as necessary.

PERSON SPECIFICATION

Essential:

- GCSE (or equivalent) in English and Maths
- Experience in youth work, mentoring or personal development programmes
- Proven track record of engaging young people who face challenges or barriers to learning
- Experience delivering structured learning or development programmes to secondary school students
- Strong interpersonal skills with the ability to build positive relationships with young people and school staff
- Confident group facilitator with strong oracy and organisational skills
- Ability to manage challenging behaviour appropriately and effectively
- Reliable and efficient in completing administrative tasks and data entry
- Clear understanding of safeguarding, child protection, and health and safety within educational/youth settings
- Experience working in diverse communities
- Full, clean driving licence

- Good understanding of the education landscape in Bradford

Desirable:

- Level 2 qualification in Youth Work and/or Mentoring
- UEFA C Licence or equivalent coaching qualification
- Degree or equivalent qualification in a relevant subject
- In-date Emergency First Aid and Safeguarding Children certificates
- Experience working in a secondary school environment
- Training in behaviour or conflict management
- Strong IT skills, including proficiency in Microsoft Excel and Word
- Experience coordinating or leading projects

Bradford City FC Community Foundation is committed to safeguarding all individuals involved with the organisation from harm. As part of this we have a commitment to safer recruitment, selection and vetting references in line with principles, legislation and guidance from our policy. All individuals who work for Bradford City FC Community Foundation must undergo an Enhanced Disclosure and Barring check.

TRAINING AND ASSESSMENT

If you are successfully shortlisted, you will be invited to one to one interview. If you are subsequently offered a role, it is important to note that training is mandatory. Where possible, training will take place in the local area where you will be working. The final details of training will be shared with you if you successfully pass the assessment stage.

HOW TO APPLY

All applicants should complete the [application form](#). Please ensure you read the job description thoroughly and understand the requirements for the role you apply for. If you are shortlisted, you will be contacted. We are unable to provide feedback instantly. If you would like to talk to someone in our team about the role then please email oliver.read@bcfccommunity.co.uk or call on 01274 706850