



Community Development Manager Candidate Application Pack

Young Gamblers Education Trust, 71 – 75 Shelton Street, Covent Garden, London, WC2H 9JQ.

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YGAM™ is the trading name of Young Gamblers Education Trust and registered Trademark: UK00003114184.



YGAM is a UK-Registered Charity with a social purpose to inform, educate and safeguard young people against problematic gambling & social gaming.

Introducing YGAM

YGAM is a UK-Registered Charity which builds digital resilience in young people, students and vulnerable adults. The charity's social purpose is to inform, educate and safeguard young people against problematic gambling and social gaming. YGAM's purpose is led by and contributes to the UK's National Responsible Gambling Strategy, which is led by the Responsible Gambling Strategy Board (RGSB). In the annual update to this strategy in May 2018, the work of YGAM was cited several times. YGAM approaches its social purpose in three ways:

- YGAM aims to enhance the UK's understanding of gambling and gambling-related harm specifically amongst young people.
- YGAM helps young people make informed choices through better understanding of gambling and its potential risks.
- YGAM increases awareness of youth gambling as a public health issue with policy-makers, educators and key influencers.

YGAM products

YGAM delivers its social purpose and derives social benefit for the UK through the delivery of the following three YGAM products:

Train the Trainer workshops: YGAM delivers accredited training and provides licenses to teachers, youth workers, community mental health colleagues, prison & probation colleagues and community volunteers to enable them to deliver the YGAM gambling and gaming-related, harm-prevention programme.

University & Student Peer Education: YGAM works with partner universities to train university students to become accredited YGAM peer mentors. Trained peer mentors are then employed in part-time Community Development Manager positions to deliver a range of gambling and gaming-related, harm-prevention programmes and awareness campaigns within their university and local community.

Research: Through the delivery of the above products, a programme of research into the attitudes, thinking and behaviours of young people and gambling / social gaming will be created through the establishment of a global research network, specifically in the area of young people. Additionally, YGAM will work with our research partners to undertake both qualitative and quantitative research into the effectiveness and impact of the YGAM products.

The YGAM programme and our resources have been accredited and quality-assured by the Ofqual approved Awarding Body Pearson & ASDAN and are quality-assured by the PSHE Association. In addition, we have achieved the prestigious Pearson Assured quality-standard for the content and educational rigour of our education resources. YGAM's programmes have been evaluated by City, University of London & University of East London and we are proudly an accredited Investor in People employer. Finally, YGAM is regulated by the UK Charity Commission and the UK Fundraising Regulator. No other education programme globally in this area of work has such robust foundations.

We are looking for an exceptional candidate to join our team as a Community Development Manager to help us increase our reach across the UK.

YGAM is proud to be a living wage employer.

Hi, I am Lee Willows, the Chief Executive of YGAM and a former gambling addict. I know first-hand the devastating consequences that a gambling addiction can cause to yourself and those around you. Trying to understand why I became addicted, going through treatment for my addiction at the National Problem Gambling Clinic and speaking with dozens of other people in my shoes, I wanted to use this knowledge in a positive way and create positive social change so nobody else experienced what my family and I did.

The UK gambling industry has changed significantly over the last decade. Advances in new technology and the changing nature of our High Streets have affected the access to and advertising of gambling services in the UK. With betting shops now on every High Street, casinos open 24/7 in most cities, mobile gaming and a tech-savvy generation of young people and a massive rise in advertising, gambling is far more accessible than it has ever been.

At YGAM, we believe it is important to educate young people so they can make informed decisions around gambling or gaming activity, just as we educate young people about keeping safe on-line, safe sex and responsible drinking.

We have a unique opportunity for an exceptional student to join our team as a Community Development Manager, based at your University. This position is a paid, part-time post at Living Wage. Working initially between 8 and 16 hours a week, you will be working to fulfill our peer education project within the university and local area. The project's aim is to educate young people on the risks associated with problematic gaming and gambling. To achieve this you will be tasked with running awareness events and focus groups at the university and within the local area. You will also have the support of a team of volunteers that you will recruit and co-ordinate to help you deliver.

This is a fantastic opportunity for those who are interested in the field of addictions and who would like experience running a project and using their entrepreneurial skills to extend awareness of gambling and gaming related harm. To apply for the role please email us directly, via our website with an up to-date curriculum vitae and a supporting statement (up to two sides of A4), outlining how you specifically meet the key tasks as listed within the job description for this post. We will only accept applications via our website and only curriculum vitae with supporting statements; all received applications will be acknowledged.

Successful applicants who make the shortlist will be asked to attend an assessment day, normally in London. Details will be sent out to successful candidates. YGAM is proud to be working with colleagues from the gambling, education and health sectors in order to minimise gambling & gaming-related harm among young people.

If you wish to have an informal conversation about the role then please contact Andy Smith via email at andy@ygam.org.

Good luck with your application and thank you so much for your interest in our work.

Yours faithfully



Lee Willows
Chief Executive

Yours faithfully



Andy Smith
Interim Head of Delivery
University & Student Engagement

Job Description – Community Development Manager

Job Title: Community Development Manager

Reports to: Head of Delivery

Hours: 12 hours a week (can be worked flexibly)

Salary: Living Wage

Probation period: Three months, with formal review on completion.

Job Purpose:

The post holder will be a student at the University in which they work. They will work with the support of the Head of Delivery: University & Student Engagement and the YGAM team.

The purpose of the role is to help YGAM achieve its social mission by reaching out to young people aged between 16–25 at the University and within the local borough. This will be achieved primarily through focus groups and awareness events on campus and within the borough.

Key Tasks:

Raising Awareness

- Develop awareness of the YGAM programme at your University through digital marketing and events on campus. This could include lecture shout outs or stalls on campus.
- Develop a plan for delivery of workshops to local organisations and schools, building on partnerships already in place with your University.
- Hold focus groups on campus and in the local area to promote the YGAM young person's app and explore key questions relating to gambling and gaming related risk and harm.

Volunteers

- Help with the promotion of volunteering opportunities.
- Help to manage the recruitment of volunteers including collating DBS documentation, if required, and initial training.
- Responsibility for supervision of volunteers including recorded supervision meetings, collating expenses, delegating and recording workshops and ensuring on-going training.

Legacy

- Have knowledge of and information on how to set up a society at your University.
- Help to create awareness of, stimulate conversation around and spark interest in the topic of gambling and gaming related harm such that students may be inspired to set up societies to build a legacy and peer to peer support within the University.

General

- Work with the volunteers and Head of Delivery to review progress within the University and agree allocation of tasks.
- Complete plans and feedback forms post event and return to Head of Delivery.
- Attend regular supervision sessions with the Head of Delivery and YGAM team.
- Maintain professional and confidentiality boundaries.
- Assume leadership of, and drive, your work to achieve the agreed outcomes.

The Disclosure & Barring Service (DBS) – disclosure

This post is subject to a DBS disclosure that is of satisfaction to the Board of Trustees at YGAM. As a UK Registered Charity we promote equality of opportunity and welcome applications from all candidates. Criminal records will be taken into account for requirement purposes only when the conviction is relevant.

All applicants who are offered employment will be subject to a criminal record check from the Disclosure & Barring Service before the appointment is confirmed. This will include details of cautions, reprimands or final warnings, as well as convictions. While YGAM waits for the disclosure results from the DBS, training and other admin duties can be commenced by the applicant (part paid, part unpaid). The cost of the DBS disclosure and registration to the DBS subscription service will be met by YGAM.

Person Specification – Community Development Manager

Qualifications

- Post holders should be students at the University. We are looking for someone who can commit to at least 12 hours per week, with more during events for this post.

Essential Skills and Knowledge

- Knowledge of the organisational structure of and confidence to make key contacts within the University.
- Ability and confidence to deliver training to the public and fellow students.
- Great communication and networking skills.
- Knowledge of substance or behavioural additions.
- Ability to organise and prioritise work independently to achieve targets
- Ability to delegate workload and provide leadership.
- Good verbal skills.
- Good understanding of I.T applications (MS Word, Excel and Powerpoint especially).

Essential Experience

- Experience of working from home or independently without direct supervision.
- Experience of delivering presentations or focus groups to others.
- Experience managing a project from start to completion.
- Ability to work in a highly organised manner with a keen eye for absolute detail.
- Ability to use initiative to complete tasks and overcome problems if and when they arise.

