

# YMCA CHESHIRE

---

**ACTIVITIES  
COACH**

**Candidate Pack  
APRIL 2025**



# Welcome

---

Thank you for your interest in the position of Activities Coach at YMCA Cheshire.

This role is crucial to the work we do in the community supporting people experiencing or at risk of experiencing homelessness.

The full job description is on page 6 and 7 of this document.

There is also a person specification on page 8

This is a permanent 20 hour role. We will require the post holder to be flexible and work some out-of-hour shifts between 8am-10pm, Monday to Sunday.

We are passionate and enthusiastic about our work and love an energetic "can do" attitude in staff!

Details about how to apply are at the end of this pack.

If you'd like an informal chat, please call me, Becky Parke on 01270 257673; otherwise please have a good read through this document, then fill in the application forms and return these by 9.00am on Friday 16th May 2025.

We look forward to hearing from you!

*Becky Parke*

**Becky Parke**

DCEO and Head of Impact and Services



# About us

---

There has been a YMCA in Crewe since 1909, when an invitation went out in Crewe Chronicle inviting young men to meet some “jolly good fellows”!

Today the YMCA welcomes people of all ages, all genders, all faiths, all races, all backgrounds.

We have an asset-based, advantaged-thinking approach to all our work; we focus on strengths and view diversity of thought, culture, experience and traits as positive assets.

We have a number of different services in Cheshire.

- We believe everyone should have **a safe place to stay**. Our aim is to provide a wide range of housing options to those who have experienced homelessness, designed to suit their individual needs. We have a variety of accommodation at our main project in Gresty Road, as well as some flats and houses in the Cheshire.
- We work with **young people** who arrive in the UK unaccompanied and seeking asylum; this team also works with young people who are leaving the care system.
- We have a growing number of services in Cheshire for **children and families**, including After School Clubs, Drop Ins for parents and carers and holiday villages.
- There is a new service offering **mental health first aid** to the community, perhaps a coffee and chat for those feeling isolated or just need to talk.
- Our services are supported by our **three social enterprises**, the GLO Café, room hire and our Property Maintenance Service.





# Our values

---

We believe that everyone has unique potential and skills to be explored and developed.  
*We will embed this belief in our work with service users, staff and volunteers.*

We believe that a 'can do' approach is critical for facilitating change in people's lives.  
*We will foster and nurture this attitude in our work with service users, staff and volunteers*

We believe in the Christian basis and mission of the YMCA.  
*We will seek to exemplify and embed Christian ethos in our organisational practice in all we do.*

# Our vision

---

Better lives and better futures for individuals and communities

- by beginning the end of the homeless experience, one person at a time
- by working with the talents of people making transitions to independence
- by engaging and supporting children and families and staying connected in the places they live

# Our mission

---

YMCA Cheshire is a Christian charity that responds to local need by creatively investing in the lives of individuals and the community through all our projects, including housing, learning, family support and working with children.

# Our faith

---

Our faith underpins all our work and motivates us to sustain a Christian mission than is socially active.



# Working at YMCA Crewe

---



YMCA Cheshire currently has about 80 staff, 40 volunteers and 8 trustees.

We are an organisation that embraces a culture where our Christian based core values are at the heart of all we do.

We are committed to creating a workplace where all employees are given the opportunity to reach their full potential, feel valued and work effectively to achieve our goals.

We aspire to establish a workforce which reflects the diversity of the wider community.

We have a comprehensive health and wellbeing programme to support a healthy mind, body and spirit. The programme includes:-

- A full training package
- Free counselling through our Employee Assistance Programme
- Opportunities to attend conferences and visit other projects
- An onsite café with 20% discount for staff and residents.
- Staff room refreshments
- An onsite gym
- A flexible working policy
- Vouchers for long service
- Away days
- Staff meetings to share good news
- Group life cover
- Company sick pay
- Birthday Leave
- Health Care cash back scheme

# Job description (Page 1)

---

## Job Purpose

To plan and deliver a range of activities for people living in our accommodation to promote health and wellbeing, develop confidence, develop life skills, and increase progression opportunities e.g., volunteering, education, training, employment.

## Duties and responsibilities

**Design and Deliver Activities:** run regular sessions tailored to resident interests and needs, including gardening/allotment, weekly walk, trade skills e.g., woodwork/ bricklaying and other wellbeing or practical skill-building activities.

**Resident Engagement:** Encourage participation by actively promoting sessions in a supportive way.

**Co-Production:** Work closely with residents and housing coaches to co-produce activities. Ensure that the views, concerns and ideas of staff and residents are actively sought and acted upon and ensure changes needed to improve programmes and increase outcomes are implemented.

**Collaborate with Partners and build Community links:** Build relationships with partner agencies, local groups, colleges, and businesses to enhance service delivery and offer progression opportunities for residents (e.g. volunteering, training).

**Risk Assessment:** Ensure completion of risk assessments and forms relating to all types of activities with residents and ensure all sessions are delivered in a safe, inclusive, and supportive environment.

**Monitor and Evaluate:** Keep accurate records of attendance and feedback, and evaluate the impact and outcomes.

**Budget:** Monitor and record all spending and liaise with the Head of Services over budget for activities and other engagement projects.

## General

- Respond to the needs of residents presenting in crisis
- Record general contact with residents through Inform where needed.
- Attend team meetings and carry out necessary actions

# Job description (Page 2)

---

## Other Duties and Responsibilities

- Be fully versed with safeguarding to protect each individual from harm in accordance with current safeguarding legislation.
- Ensure equality and diversity is embedded within service delivery
- Work according to the policies and procedures of YMCA Cheshire at all times
- Actively participate in the supervision and training process to develop better services and continuous personal development
- Undertake such other duties as may be reasonably be required
- Understand, embrace and promote the values of the Association, ie

***We believe that each person has unique potential and skills to be explored and developed.***

*We will embed this belief in our work with service users, staff and volunteers.*

***We believe that a 'can do' approach is critical for facilitating change in the lives of service users.***

*We will foster and nurture this attitude in our work with service users, staff and volunteers*

***We believe in the Christian basis and mission of the YMCA.***

*We will seek to exemplify and embed Christian ethos in our organisational practice in all we do.*

**The Job description is current as 25/04/2025**

Agreed by Becky Parke (Head of Services and Impact), Rhian McKnight (Housing and Support Manager) and Rachel Miller (HR Manager)

**In consultation with the post-holder, it is liable to variation**

# Person specification

---

## **Essential:**

- An enthusiasm for seeing people thrive
- Experience in delivering or coordinating group-based activities.
- Practical or creative skills (gardening, DIY)
- Ability to engage individuals with complex needs and from diverse backgrounds in a supportive, non-judgmental way.
- Excellent interpersonal skills, with the ability to build positive relationships with service users
- Understanding of the challenges faced by people with lived experience of homelessness
- Creative and practical skills in one or more of the activity areas (e.g., gardening, crafts, DIY)
- Strong organisational and communication skills
- Ability to work flexibly and independently

Experience working in partnership with local organisations or services

## **Desirable:**

- Experience of working in a homelessness or supported housing setting
- Experience of working with people with complex needs including challenging behaviour, substance misuse, mental health issues and/or criminal offending backgrounds.

## **Working Environment:**

You'll be based within supported accommodation and community spaces, delivering both on-site and local off-site activities (e.g., allotments or community centres). Occasional evening or weekend work may be required, depending on resident needs and programme delivery.



# Key employment terms

---

- Permanent, Part time
- 20 hours per week includes evening and weekend work
- Salary 13.91 per hour
- Company sick pay
- Pension contribution
- 4 x annual salary Life Assurance
- Health care cash back scheme
- Health Assured Employee Assistance Programme

YMCA Cheshire is committed to the active promotion of equal opportunity, both in the provision of services and as an employer of paid and unpaid workers.

YMCA Cheshire is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

Any offer of employment will be subject to satisfactory references and Enhanced DBS check.

## How to apply

---

- The closing date for applications is 9.00am on Friday 16th May 2025
- These should be submitted via the application form on the YMCA Crewe vacancies page
- Shortlisted candidates will be interviewed week beginning 19th May 2025

