

Job Details

Post Title	General Manager
Location	Home/Ulidia Playing Fields
Salary Scale	Commensurate with experience
Hours	37 hours per week – may involve evening and weekend work (Fixed Term – three years initially)
Responsible to the Chairperson of Rosario Development Company	

Overview of Rosario

Rosario YFC is a long-established football club based at the heart of the community on the Ormeau Road in Belfast. Its home base is Ulidia Playing Fields.

Situated in the most diverse area in Northern Ireland, the club plays a major role in the community life of the Ormeau Road. Nowhere else in the country is there such a mix of religions, nationalities, languages and financial backgrounds living in harmony.

Such a diverse spectrum is mirrored in our membership and the club is known for welcoming anyone who wants to be part of our family, regardless of gender, age, religion, politics, financial background, nationality or skill level.

Rosario YFC has approximately 1,250 players spread across 60 teams, making it one of, if not, the biggest football clubs in NI.

The club is inclusive and welcoming to all, irrespective of background. It provides football opportunities for those aged from five through to the over 50s, catering to meet the needs of all within the community. This includes:

- Small-sided games;
- 11 a-side league football;
- Girls football;
- All ability football; and
- Over 50's and walking football.

The club is supported by a team of over 200 coaches and administrators. These volunteers contribute in excess of 50,000 hours a year to develop our players and ensure the smooth operation of the club.

JOB SUMMARY

The General Manager plays an important role in the implementation of Rosario YFC strategic and operational plans. The central focus of the role includes establishment, implementation and management of a diverse range of sport, youth and community activities for the club's members and community partners across its activities. The role has key responsibilities around sport and volunteer development, and face to face delivery with club members, whilst ensuring that Rosario continues to progress projects that are developmental and innovative.

The General Manager will be responsible for building new partnerships, maintaining them and working with stakeholders, sport and statutory bodies to ensure service delivery for club members and the wider community is provided to the highest standard. The General Manager will be responsible for supporting sustainability and further growth of Rosario YFC.

Your Key Responsibilities

Day-to-day here is what your new role will look like

- Work with a variety of target groups focusing on all members of the club including young people, volunteers, parents, people residing in local areas.
- With guidance from the Rosario YFC Committee manage the substantial budget of the club.
- In conjunction with volunteers manage the administration involved with running a large sports club.
- Provide oversight and management support to the Management Committee delivering and developing strategic goals within the sporting and community development context.
- Evaluate and monitor Rosario and project achievements in line with any contractually agreed reporting guidelines and requirements. Write and execute funding as required.
- Represent Rosario YFC and build positive and mutually beneficial relationships with key partners including Sport NI, IFA, Sport NI, Belfast City Council and government departments.
- Facilitate the participation of volunteers in the planning, development, design, and implementation of all projects available to them.
- Work with volunteer subgroups with the aim of retaining, developing, rewarding, and recognising the volunteer workforce across all platforms.
- Update and annually review policies and procedures.
- Develop and implement an annual Operational Action plan including all training, coach development and youth development for Rosario YFC.
- Manage the existing ground staff at Ulidia Playing Fields and drive further use of the facility amongst the community.
- Ensure our equality, diversity, inclusion and safeguarding values are followed.

What You'll Need – Essential Requirements

- Three years' experience of overseeing and delivering sports or youth work programmes.
- Knowledge of social issues and challenges faced by young people and communities.
- Experience in monitoring and evaluating projects and managing information.
- Strong communication skills and experience of building and maintaining relationships within internal and external environments.
- Experience of managing and co-ordinating sessional staff, volunteers and partners.
- Previous experience managing projects, demonstrating outcomes and ensuring targets are met whilst maintaining high quality delivery.
- Experience of the Safeguarding needs of a voluntary sports organisation including the development and implementation of an annual Safeguarding Action plan and overseeing related training and development.

What would also help - Non-essential Requirements

- Have a level two or three qualification in either youth work or sports coaching.
- Evidence a skills base in networking and building alliances/new partnerships with the voluntary and statutory sectors.

Competencies

MANAGE RELATIONSHIPS

Develops and maintains effective internal and external relationships. Supports teamwork and collaboration. Can defuse situations of possible conflict with ease.

Key behavioural indicators

- Listens to and engages others by taking account of feedback and others perspectives.
- Influences and overcomes resistance by putting forward their point of view persuasively whilst factoring in what is important to others.
- Motivates others to persist in overcoming obstacles to achieve excellent results, and demonstrates this personally.
- Manages conflict constructively.
- Effective at networking both internally and externally.
- Demonstrates genuine care for team members and others, is approachable and builds strong interpersonal relationships.
- Seeks constructive outcomes in discussions, challenges assumptions but remains willing to compromise when it is beneficial to progress.

COMMUNICATION

Confident and professional communicator. Tailors their message and style to engage their audience. Provides clarity in difficult communications.

Key Behavioural Indicators

- inspires others through effectively communicating a vision, ideas and strategies that engage others. Adapts own style to the needs of different audiences.
- Proactively seeks input from others, listens attentively and follows up with action.
- Builds trust, communicating honestly and constructively about challenging issues.
- Keeps team members up to date to ensure that they can respond to changing priorities in a timely manner.
- Makes effective use of both formal and informal communication channels to keep team members up to date, ensuring they can respond to changing priorities in a timely manner.
- Is visible to staff and stakeholders, undertaking activities to engage and build trust.
- Positively influences internal and external stakeholders.

PROFESSIONAL INTEGRITY

Leads by example and acts in line with Rosario values at all times. Consistently does the right thing. Creates a positive environment by encouraging appropriate behaviour and addressing unacceptable behaviour.

Sample Behavioural Indicators

- Sets an example to others with regards to personal adherence to Rosario values.
- Seeks feedback, reviews and modifies own practices and behaviours.
- Challenges behaviour that contravenes Rosario values openly and honestly.
- Remains positive and professional in the face of difficult situations.
- Speaks own mind with courage and confidence.
- Acts in the best interests of the club as a whole.
- Behaves in an ethical manner, ensuring compliance with all statutory and regulatory requirements.
- Honours commitments - does what they say they will do.