



STAFFORDSHIRE FEDERATION OF YOUNG FARMERS' CLUBS

YFC Centre, County Showground, Weston Road, Stafford, ST18 0BD

Telephone 01785 248645

President: George Hawley **Chairman:** Emily Cartmail

Treasurer: Angela Woodward **Organiser:** Julia Taylor



Staffordshire County Federation of Young Farmers' Clubs (SCFYFC)

is seeking to appoint a

County Organiser.

The Staffordshire County Federation of Young Farmers' Clubs (SCFYFC) is affiliated to the National Federation of Young Farmers' Club (NFYFC). The NFYFC is the largest rural youth organisation in the UK, with more than 24,000 members, 46 county federations and more than 560 Young Farmers' Clubs (YFCs).

Led by young people, for young people, Young Farmers' Clubs (YFCs) provide their members aged 10 to 28 with a unique opportunity to develop skills, work with their local communities, travel abroad, take part in a varied training opportunities, a competitions programme and enjoy a dynamic social life.

An exciting opportunity has arisen for a friendly, enthusiastic and self-motivated County Organiser for Staffordshire Federation of Young Farmers Clubs, and its 650 members of 10 YFC clubs that make up the County Federation.

Join us in helping to make a difference to the lives of rural young people with our varied programme of activities that encourages fun, learning and achievement.

About the role:

- The County Organiser role is to provide organisational support, administration and delivery of the YFC programme of activities provided to YFC clubs and members within the county of Staffordshire, with the assistance of two part-time secretaries.
- This is a multi-disciplinary role with responsibility for providing advice, guidance, support and resources for the YFC County Federation, as well as identifying the training needs that will develop the effectiveness of the County Federation and its clubs.
- The role will include learning and sharing the good practices in place in YFC clubs, acting as a conduit to share these across the organisation.

You will need:

- Excellent communication skills with a good command of the English language, English literacy skills and grammar with the ability to interact and communicate effectively with tact and discretion.
- Excellent organisational and IT skills, including social media, website and newsletter editorial skills.
- Knowledge of safeguarding and health and safety procedures, as well as GDPR & DBS legislation for Youth Organisations.
- The gravitas and confidence to implement and monitor SCFYFC policies such as Safeguarding, Health and Safety, Drugs and Alcohol, Standards of Behaviour and more.
- To have the ability to keep abreast of changes in youthwork practice and ensure that SCFYFC is striving to achieve best practice.
- Experience of working with budgets and fundraising to help SCFYFC achieve sustainable break-even annual budget targets.
- A full UK driving licence is essential and access to a vehicle to be used for work purposes. Travel claims may be made against the expenses policy.
- The ability to travel to and work from the SCFYFC office at the County Showground, as well as travel to activities and events in Staffordshire, the West Midlands, and on occasion nationally.
- To be able to undertake weekend and evening working is a requirement of the post. Flexibility is required to travel to and attend some meetings and events held outside of core hours.

Contract: Full time permanent position, part-time or job share applications will be considered.

Remuneration: NJC Grade 7, points 14 to 22, currently £25,409 to £29,439 for full time, and pro rata for part-time or job share. (Currently awaiting pay award). Statutory pension scheme. Travel expenses to our policy.

Annual Leave: 28 days per annum, including statutory bank holidays, for full time appointments and pro rata for part-time or job share.

Hours of work: Full time, 5 days per week, 37.5 hours per week, with some evening & weekend working (with time off in lieu). Part time or job share hours of work via mutual agreement upon appointment.

Location: SFYFC Office, Stafford County Showground, Weston Road, Stafford, ST18 0BD.

Travel: Throughout the county of Staffordshire and occasional travel in the West Midlands. A full UK driving licence is essential.

How to apply:

To request an application pack, or for any questions you may have, in the first instance email David Heminsley (Chair of Trustees) via email david.heminsley@btinternet.com.

Closing date for applications will be 12 noon, on Monday 11th September, 2023.

Proposed interviews date will be Monday 18th September, 2023, at the Staffordshire YFC County Office.